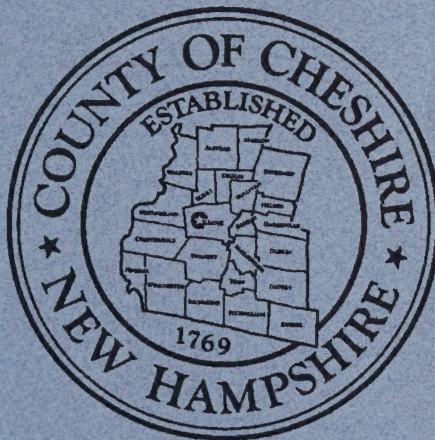


Cheshire County

ANNUAL REPORT

2008



Printed by the
Keene Sentinel

**REPORT
OF THE
COUNTY COMMISSIONERS
COUNTY TREASURER
AND OTHER
OFFICERS OF CHESHIRE COUNTY
NEW HAMPSHIRE**

For the year ending December 31, 2007



Keene Sentinel Print Shop
Keene, NH
Printed in 2008

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CHESHIRE COUNTY OFFICERS

COMMISSIONERS	352-8215
Roger Zerba, Chairman	
Stillman Rogers, Vice Chairman	
John Pratt, Clerk	
COUNTY ADMINISTRATOR	352-8215
John G. Wozmak, JD, NHA	
COUNTY ATTORNEY	352-0056
Peter Heed	
ASSISTANT COUNTY ATTORNEYS	352-0056
David Lauren, Donald McLaughlin, Kathleen O'Reilly, John Vorder Bruegge, John Webb	
MEDICAL EXAMINER	352-5000
Rosemary Swain ADME; Barry L. Stern, MD; Cheryl Pinney, ME, Hal Brown, DME	
REGISTER OF DEEDS	352-0403
Evelyn S. Hubal	
SHERIFF	352-4238
Richard Foote	
TREASURER	357-0793
Stuart West	
CLERK OF SUPERIOR COURT	352-6902
Barbara Hogan	
REGISTER OF PROBATE	357-7786
Anna Z. Tilton	
MANAGER OF ALTERNATIVE SENTENCING PROGRAM	209-1526
Gerald Pelletier	
SUPERINTENDENT OF JAIL	399-7794
Richard N. Van Wickler	
COMPUTER OPERATIONS COORDINATOR	355-3034
Doug Scribner	
FACILITIES MANAGER	399-7300
Barry King	
FARM MANAGER	399-7347
David Putnam	
DIRECTOR OF FINANCE	355-3036
Sheryl Trombly	
MANAGER OF HUMAN RESOURCES	399-7317
Wendy Hurley	
DIRECTOR OF HUMAN SERVICES	357-4988
Mimi Barber	
MAPLEWOOD NURSING HOME ADMINISTRATOR	399-4912
John G. Wozmak, JD, NHA	
ASSISTANT NURSING HOME ADMINISTRATOR	399-7302
Kathryn Kindopp NHA	
DIRECTOR OF NURSING SERVICES	399-4912
Mindy don Luekin	

CHESHIRE COUNTY DELEGATION

2007-2008

District 1 Gilsum, Surry, Westmoreland

William Chase, 173 Spofford Rd, Westmoreland 03467 399-4957

District 2 Alstead, Marlow, Nelson, Roxbury, Stoddard, Walpole

Daniel A. Eaton, 1 Shedd Hill Rd, Stoddard 03464-4423 446-3535

Tara Sad, POB 909 Walpole 03608 756-4861

Lucy Weber, 217 Old Keene Road, Walpole 03608 756-4338

District 3 Keene

Delmar Burridge, 7 Starlight Dr., Keene 03431 352-5363

Suzanne Butcher, 44 Felt Road Keene 03431 357-8383

James T. Dunn, 1 Riverton St, Keene 03431-4709 357-7993

Peter S. Espieffs, 29 Middle Street, Keene 03431 352-2770

Kris Roberts, 58 Grove Street Keene 03431 352-1105

Timothy N. Robertson, 185 Daniels Hill Rd, Keene 03431-5704 352-7006

Charles Weed, 28 Damon Ct., Keene 03431 352-8309

District 4 **Chesterfield, Hinsdale, Winchester**

Tim Butterworth, 72 N. Hinsdale Rd, Chesterfield 03443 363-8076

William Butynski, 60 River Road POB 105, Hinsdale 03451 336-7498

Henry A L. Parkhurst, One Parkhurst Pl, Winchester 03470-2460 239-8945

Stanley Plifka, Jr., Box 435 Scofield Mtn Road Winchester 03470 239-6040

District 5 Fitzwilliam, Richmond

Barbara H. Richardson, 101 Morgan Road, Richmond 03470 239-8346

District 6 Harrisville, Marlborough, Swanzey, Troy

Peter Allen, 25 Seaver Rd, Chesham 03450 827-5530

Jane B. Johnson, 329 Sawyers Crossing, Swanzev 03446S 352-4057

Gus Lerandeau, 19 Swanzey Factory Road, Keene 03431 352-7991

Thomas L. Loll, 64 Bush Street, Marlborough 03455 876-4609

District 7 Dublin, Jaffrey, Rindge

Susan Emerson, 1121 NH 119 Rindge 03461 899-6529

John B. Hunt, 79 Sunridge Road, Rindge 03461 899-6000

Bonnie Mitchell, 7 Parsons Lane Jaffrey 03452 532-6311

Stephen Pelkey, 318 Nutting Rd, Jaffrey 03452 532-6911

CHESHIRE COUNTY COMMISSIONERS
2007 Annual Report

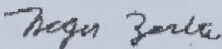
At long last, a new jail site was agreed upon by the Delegation and a \$37 Million bond was approved in March. For my last five Annual Reports I have mentioned that agreeing upon a site was an ongoing dilemma and indeed the request for a jail had begun many years before that. Thus it was gratifying to see the project move forward.

The site of 14.77 acres is in Keene on the property on route 101 near the Marlboro town line. The new jail is to be designed for a capacity of 136 beds or if double bunked in certain areas, then 230. Site and building design started quickly and in November we held a ceremonial ground breaking. Work will begin in spring 2008 and completion is projected for early 2010. The new facility will be 91,700 square feet compared to our existing 35,000 square foot facility. The correctional staff has literally put hundreds of hours into the design of the jail and has worked closely with our architects and engineers. As a result, this facility will be designed as operationally efficiently as possible. The design incorporates the operational practice of direct supervision where a correctional officer is stationed in the living areas. Studies of facilities that employ this concept demonstrate that inmate behavior is significantly enhanced as a result of direct supervision.

This year saw the completion of a riverbank erosion project. In the summer of 2003 there was severe flooding in Westmoreland that eroded county property along the riverbank area of the Connecticut River and very close to the county's wastewater treatment plant. Federal money was obtained through the Army Corps of Engineers but was not forthcoming until this year due to federal funding and priorities. The county's share was \$302,605 or 35%.

The County has proposed to the state use of a county owned building, vacant and in a state of disrepair, and located in downtown Keene, as a temporary location of the Keene District Court. The state has expressed urgency in relocation due to significant shortcomings at the existing location. The state has selected an architectural and engineering firm to do a feasibility study of the Main Street property and we are awaiting the results and the State's recommendation. In addition, they have a long range interest to have all the courts in one building and the County is in agreement to offer to the state the existing County owned Superior Court building and land, also located in Keene.

I wish to thank my fellow Commissioners Tim Rogers and Jack Pratt for their support and input. On behalf of us all, I also wish to thank the nearly four hundred employees who truly make it possible for Cheshire County to provide services to its citizens.



Roger Zerba, Chairman
Board of Commissioners

Speech given by Superintendent Van Wickler at the jail groundbreaking ceremony on Nov. 9, 2007

"Senator, Honorable Cheshire County Delegation, Board of Commissioners, County Administrator, Honorable Courts, Distinguished Court Officers, Corrections Staff, Chiefs of Police, Colleagues, Friends and Constituency ~

Thank you for coming to what is certainly one of the most important moments in Cheshire County's history – the breaking of ground to symbolize the beginning of construction of a new jail. This event today will symbolize progression, change and innovation.

Since civilization began, there has been a need for detention facilities and houses of correction. Civilized society will never be without the need for this essential service to its communities.

Lest we trample on the Constitution of the United States, may this project be the result of our intellect, maturity and responsibility rather than our anguish, ignorance or prejudice.

This jail is a modern tool responding to modern times and will be piloted by our professional staff who has done so much with so little. We have challenged our staff over several years with a nearly impossible task: Our current conditions of confinement and unequalled expectations of professional conduct in spite of it.

The correctional staff has answered our call heroically and set the example for professionals to follow in every field.

If there is any hope for an offender to change, which is society's assignment for us in corrections, then we must ourselves be willing to change and move beyond simple acts of hope and become ambassadors and purveyors of that change. This ceremony is indicative of our community's desire and commitment to do just that.

We have approached this project cautiously and patiently and exercising the power of a free democracy have finally arrived at this day. Our challenge, which we accept, is to responsibly answer every need of every individual connected to this process from constituent to the offender and provide the best return possible regarding your needs and concerns. As we move forward, may the spirit of peace overwhelm us all. Thank you all very much."



Superintendent Van Wickler



Jack Wozmak, Commissioner Pratt, the Superintendent, Commissioner Rogers, Sen. Kelly, Reps. Butynski, Eaton, Mayor-Elect Pregent, Commissioner Zerba



Members of the Cheshire County Delegation



Cheshire County House of Corrections Employees

PETER W. HEED
CHESHIRE COUNTY ATTORNEY

ASSISTANT COUNTY ATTORNEYS

KATHLEEN G. O'REILLY
JOHN W. VORDER BRUEGGE
DAVID LAUREN
CHRIS MCLAUGHLIN
JOHN S. WEBB

ELIZABETH H. CLEARY
DISTRICT COURT PROSECUTION

**CHESHIRE COUNTY
STATE OF NEW HAMPSHIRE
OFFICE OF
THE COUNTY ATTORNEY**

LYNDI M. HORN
DIRECTOR
VICTIM/WITNESS COORDINATOR

SARAH MCKENZIE HOSKINS
DOMESTIC VIOLENCE
VICTIM/WITNESS COORDINATOR

JULIE J. SHORT
VICTIM/WITNESS COORDINATOR

SUPERIOR COURT HOUSE
12 COURT STREET,
KEENE, NEW HAMPSHIRE 03431

TEL. (603) 352-0056
FAX (603) 355-3012

RE: Office of the Cheshire County Attorney-Annual Report 2007

The primary responsibility of the Office of the Cheshire County Attorney is the prosecution of felony level (serious) crimes in the Cheshire County Superior Court. The Attorneys at the County Attorneys Office oversee major felony investigations, working closely with police officers and investigators. When an investigation is completed, the Attorneys then review all reports, and a determination is made as to the bringing of proper criminal charges. This process may include filing complaints in the District Court and/or making presentations before the Grand Jury. The Attorneys then handle all pre-trial procedures and proceed to a jury trial if a case is not resolved by a plea or other non-trial resolution. Additionally, one of the Assistant County Attorneys in our office, David Lauren, works under a federal grant, which requires approximately one half of his case load to be devoted to the prosecution of cases involving domestic violence. Consequently, David is at the Keene District Court on a regular basis.

The work load in our office continues to increase. During 2007, approximately 801 felony case files were handled by members of the office and approximately 107 violations of probation were prosecuted. Attorneys from this office formerly presented 258 cases to the Grand Jury for indictment consideration. The felony case load per attorney averaged more than 115 active felony case files. Additionally, attorneys from this office reviewed and issued 49 administrative subpoenas, analyzed 75 DCYF reviews, issued 29 one party authorizations, and were consulted in 60 untimely death investigations in Cheshire County.

In March of 2007, we successfully launched the new Cheshire County District Court Prosecution Program. Attorney Elizabeth Cleary was hired to handle the prosecution of misdemeanor offenses in the Keene District Court for 7 Cheshire County Towns: Alstead, Chesterfield, Hinsdale, Marlborough, Sullivan, Swanzey and Walpole. In addition, we hired Officer John Dudek as a part time liaison officer, Pam Wilson as an administrative assistant, and arranged for 2 local contract attorneys - Martha M. Jacques, Esquire., and William W. Cleary, Esquire - to assist on an as-needed basis. This new County prosecution team, under the direct supervision of the County Attorney, handles all misdemeanor offenses that arise in the 7 towns, and also the initial stages (including bail arguments and probable cause hearings) of most felony cases. Moreover, the team also handles many of the town's juvenile matters. During 2007, more than 780 case files were handled and processed. The 7 towns now benefit from the expertise of the County Attorney's Office. Conversely, the County Attorney's Office benefits from increased communication between its District Court and

Superior Court prosecutors, who often encounter the same defendants, victims, and legal issues in the 2 different Courts.

In the Superior Court, the County is fortunate to have 5 dedicated and talented Assistant County Attorneys. Kathleen O'Reilly is now in her 12th year with the office. Kathleen has always been particularly hard working, and she has shouldered a great deal of the burden caused by the transitions which have occurred in the office during the past year and a half. Chris McLaughlin is in his second year with the office, after serving many years as one of the lead attorneys with the Public Defender. Chris is a top-level trial attorney with vast experience, and he has high credibility with law enforcement as well as the defense bar. John Vorder Bruegge is in his third year with our office. He is a valued addition and came to us with previous experience as a State's attorney in Vermont and in Grafton County, New Hampshire. David Lauren is an experienced attorney in his second year with the office. He previously worked for the Maine Attorney General's Office as well as an Assistant County Attorney in Hillsborough County. He brings with him interest and experience in the area of Domestic Violence Cases. Our most recent addition is John Webb, who has come to us from Merrimack County. He is a veteran prosecutor, having served as an Assistant County Attorney for approximately 4 years. Prior to that he served as a Law Clerk to the Superior Court. John has proven himself to be an aggressive and valued prosecutor, one on whose judgement I can rely.

The responsibility of the attorneys in our office continues to grow and will increase during my tenure as the County Attorney. I require my Assistant County Attorneys to be on call on a rotating basis, so as to be available to assist local law enforcement with major case investigations as well as fatal accident scenes where potential criminal charges may be brought. Additionally, my assistants must be available to consult on untimely deaths and related investigations. The Office of the County Attorney will be providing periodic training seminars throughout the year open to all County law enforcement agencies. Additionally, either I or one of the Assistant County Attorneys, continue to meet by-weekly with investigators from the Keene Police Department and monthly with members of other law enforcement agencies at the Jaffrey Police Department, in order to provide updates on recent legal decisions, as well as reviewing pending investigations. Finally, a representative of this office attends the monthly Karim (Keene Area Regional Intelligence Meeting) as well as the meetings of the Cheshire County Chiefs of Police Association.

The Attorneys in our office also continue to meet regularly with members of law enforcement, social services, crisis workers, victim witness advocates, mental health professionals, and medical specialists in order to insure the success of the recently opened Child Advocacy Center in Cheshire County. The ideology behind the center is the institution of multidisciplinary teams trained in the investigation and prosecution of physical and sexual abuse against children. They work together as a unified team from the inception of a report of abuse that occurs anywhere in our County. The opening of the Child Advocacy Center has been a significant accomplishment, and it is of great assistance to all law enforcement regarding the investigation of crimes against children. I want to particularly recognize the efforts of Colleen Duquette of the Division of Children and Youth, as well as Detective Paul Bertolami of the Swanzeey Police Department in helping to make the Child Advocacy Center in

Cheshire County a reality. I anticipate that the Child Advocacy Center will have a significant and positive impact on the prosecution of child predators.

The success of the Attorneys in our office is directly related to the support received from our victim witness advocates, Lyndi Horn, Sarah Hoskins and Julie Short. Lyndi serves as our victim witness coordinator for felony level offenses, and she brings vast experience and sensitivity to her job. She was joined this year by the addition of Julie Short, who previously worked as Office Manager at our office. Julie brings her talents to this new challenging position and will be providing services to victims of domestic violence in the Jaffrey/Peterborough District Court, as well as to victims of violent and non-violent felony crimes throughout the County. Sarah Hoskins is also a victim advocate of vast experience. She is assigned to provide victim witness services to victims of domestic abuse and works primarily in the Keene District Court. Last year alone, Sarah worked an excess of 250 new domestic violence cases involving over 400 crimes. All three of these talented women are invaluable to the success of our office and to law enforcement in general. They provide an important resource and point of contact for victims of crime in our County. Without the help and efforts of Lyndi, Sarah and Julie, this office would not be able to be as responsive to the needs of victims and law enforcement officers.

I want to close by recognizing the tremendous efforts of our administrative staff: Gemma Lantry, the office manager; Tricia Lachenal, Laurie Burt, and Pam Kinyon, our administrative assistants. While the Attorneys get the credit for their work in the courtroom, it is the administrative staff which gets us ready to go on a daily basis, often working under tight deadlines. These staff members are incredibly hard working and dedicated to the success of the office. At times, they are under appreciated and over worked, but at the end of the day, we all realize that they are invaluable in providing our finished product, which is service to all.

I look forward to the challenges facing the office of the Cheshire County Attorney in 2008. I anticipate enlarging the District Court Prosecution Program to respond to the requirements and hopes of the many towns in Cheshire County. I also look forward to the challenge of the ever increasing crime rate and the complexity of the prosecutions which continually come before our Courts.

Respectfully submitted,

Peter W. Heed

Cheshire County Attorney

**CHESHIRE COUNTY
REGISTRY OF DEEDS**

Evelyn Stavrou Hubal, Register
33 West Street
Keene, NH 03431

To the Citizens of Cheshire County

I hereby submit my annual report for the year ending December 31, 2007 as Register of Deeds of Cheshire County.

Recordings for the year again plummeted. The 2698 deeds that were recorded last year represented \$5,524,510 transfer tax and netted the county \$220,980 in rebates. With the addition of recording, copy fees and other incidentals, a total of \$723,142 was returned to the general fund to cover the Registry's budget of \$523,608. Foreclosures were on an increase for this past year.

With the decline of recordings, the Equipment Account also was affected and only realized \$29,164 for the year. This account, which was established for the exclusive use of the Registry of Deeds, paid for maintenance of the office web site and ended the year with a balance of \$112,007.

Restoration of the older volumes continued so that the valuable older records could be preserved for many years to come. The various genealogy groups were pleased to be able to have access to this valuable information. ✓

Our web site www.nhdeeds.com continued to be a real asset to all as many accounts purchased a subscription to allow printing from their offices. Others were pleased to have the ability to research at any time of the day.

The staff of 8 were kept busy with the daily routine of recording the documents, indexing all the records, and then scanning and producing the hard copies. Many projects were completed over the last year.

Respectfully submitted,

Evelyn Stavrou Hubal, Register



RICHARD A. FOOTE
Sheriff

OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE
603/352-4238
FAX
603/355-3020

2007 ANNUAL REPORT

The Cheshire County Sheriff's Office changed during 2007. One Deputy left to join the State Police and that caused us to operate without a full compliment of Deputies for several months. A part-time Walpole officer was hired and is scheduled to attend New Hampshire Police and Standards Training Academy in early 2008.

The Communications Center was approved for a Director of Communications. This position was initiated to handle the increasing responsibilities of the Supervisor. The Director's position will enable the Sheriff's Office to seek out and apply for more state and federal grants to help the communications center stay abreast of current technology, as well as increase the ability to reach out to local police departments to improve overall communication and interoperability.

The current Supervisor filled the Communications Director's position. A senior dispatcher passed a competitive examination to fill the Supervisor's position. We gained an additional dispatcher position to keep up with the increasing calls for service. Two experienced dispatchers moved on to other jobs. One to another dispatch center and one to full time law enforcement. It is difficult to find qualified people to fill dispatcher or deputy positions. The Sheriff's Office is continually in the hiring process.

As usual the Deputies assisted other towns with incidents. We responded to assist with bank robberies, serious accidents, other crimes or disturbances, the Keene Pumpkin Fest, Jaffrey Fireworks and special events.

The bloodhound Libby and handler Deputy Don Melvin trained in South Carolina with the National Police Bloodhound Association. They received certificates from the South Carolina Law Enforcement Training Academy for successfully completing training in urban and rural tracking.

Activity was down in all areas except civil process for 2007. Prisoner transports were down approximately 10 percent. State law mandates prisoner security in the district courts is the responsibility of the Sheriff's Office. This means that the transports to Keene or Jaffrey District Courts require at least two deputies/bailiffs stay at Keene District Court and one for Jaffrey for at least half a day or until the prisoner's business in court is complete. Where total numbers are down commitment of staff has increased by 3%.

The Sheriff's Office has partnered with CARETRAK; a provider of restraint free security bracelets for Alzheimer sufferers. Deputies were trained to operate the locator equipment and are ready to respond should a person with one of the bracelets wander off. Research has proven CARETRAK to be successful nationwide. Vermont Sheriffs report that the system has a 100% success rate of quickly locating patients unharmed.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in 401 hours of training in the following areas during 2007

- Civil Litigation & Employment Issues
- Senior Officials Workshop for all Hazard Preparedness
- Open Fox TAC (SPOTS)
- Extraditions
- National Association of Extradition Officials Seminar
- Attorney General's Task Force on Child Abuse & Neglect
- Warrants, Warrant Service, and the Extradition Process
- CPR/AED Training
- NHTSA Certified Child Passenger Safety Technician
- M26 Advanced Taser & Taser X26 Instructor Certification
- Enforcing Underage drinking
- Grant Writing for Law Enforcement
- Care Trak Training
- Cheshire County Attorneys Office Law Enforcement Training
- Domestic Violence Forms
- ALS Hearings
- Basic Drug Investigation & Meth Labs Seminar
- Breath Test Operator
- Background Investigation
- Preparation of Complaints
- Bloodhound Handlers Training School
- Firearms Instructor
- Grant Writing for Law Enforcement

Sheriff's Office Personnel participated in the following community activities.

- Cheshire County MADD Chapter.
- New Hampshire Special Olympics Law Enforcement Torch Run.
- D.A.R.E. New Hampshire State Board of Directors
- The Prevention of Alcohol Abuse in Cheshire County
- Cheshire County AARP 55 ALIVE
- SHEPARD Program
- New Hampshire Special Olympics Executive Committee

2007 has been an exciting and challenging year. We look forward to 2008 and the opportunity to provide quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,

Richard A. Foote
Sheriff

CHESHIRE COUNTY SHERIFF'S OFFICE
SUMMARY OF ACTIVITIES
2007

INVESTIGATIONS

ASSAULTS (by Prisoners, Aggravated, Simple & Sexual)	3
RECOVERED PROPERTY	2
CRIMINAL TRESPASS	1
CRIMINAL MISCHIEF	1
DISORDERLY CONDUCT	1
MOTOR VEHICLE RELATED	1
THEFTS (By Deception, Services, Attempts)	4
ALL OTHER OFFENSES	14
TOTAL	27

ARRESTS

CIVIL, CRIMINAL & CHILD SUPPORT	280
ASSIST OTHER DEPARTMENTS	7
TOTAL	287

TRANSPORTS

TO CHESHIRE COUNTY DEPT./CORR.	1,121
TO SUPERIOR COURT	476
TO DISTRICT COURTS	852
INVOLUNTARY EMERGENCY ADMISSIONS	53
TO OTHER AGENCIES, HOUSE OF CORR., ETC.	508
TOTAL	3,010

CIVIL PROCESS SERVED

CIVIL PAPERS & SUBPOENAS	3,767
COUNTY ATTORNEY SUBPOENAS	81
TOTAL	3,848

MOTOR VEHICLE

WARNINGS	610
SUMMONS	192
TOTAL	802

**CHESHIRE COUNTY
ALTERNATIVE SENTENCING PROGRAMS
ANNUAL REPORT 2007**

The Cheshire County Alternative Sentencing Programs were designed and implemented to provide mental health and substance abuse treatment to persons charged with misdemeanor offenses in the Keene District Court in lieu of time in the Cheshire County House of Corrections. For the calendar year 2007 we have provided services to a total of 39 clients in the Mental Health Court (MHC) and 60 in the Alternative Sentencing Program (ASP), a decrease of 2% and 17% respectively from 2006. Since the inception of the ASP in October of 2001 and the MHC in January of 2003 we have now served a total of 397 and 173 individuals respectively.

In August we hired a new Case Manager to start up and run our newest program, the pre-trial Day Reporting Center. This program has been designed to provide an alternative to pre-trial incarceration in the Cheshire County House of Corrections for individuals who would otherwise be held on cash bail. Clients must meet admission criteria and voluntarily be willing to participate in the programs requirements. Clients are seen on a daily basis five days a week, Monday through Friday. Our goals are to maintain public safety, reduce recidivism and provide an opportunity for personal development. A structured environment is maintained to support clients in this short-term, educational program and to treat each individual with respect and dignity. We accepted our first client into the program in October and provided services to a total of 7 individuals in 2007. It's early in the process but we have had some success and it appears that the program has been well received in the criminal justice system.

The recidivism study that we started in 2006 came in with more positive results than we expected. The study was based on calculating the total number of arrests for the participants one year prior to entering the program versus the total number of arrests one year post graduation to determine any changes in recidivism. Participation in the study was done on a voluntary basis and 21 graduates from the MHC and 17 from the ASP agreed to participate.

The results were as follows:

	Arrests 1 yr prior	Arrests 1 yr post	Reduction in recidivism
MHC	38	9	76%
ASP	26	5	80%

These numbers are significant but we have to bear in mind that only a small sample was available. We will continue with the study in 2008 to monitor any changes.

And finally I'd like to take this opportunity to thank our dedicated staff for there efforts in improving the quality of life for so many of our clients.

Respectfully Submitted,

Gerry Pelletier, LADC
CCASP Director



CHESHIRE COUNTY HOUSE OF CORRECTIONS

160 River Road
Westmoreland, NH 03467
www.co.cheshire.nh.us

Richard N. Van Wickler, Superintendent
Penny Davis, Executive Assistant
Telephone 603-399-7794
Fax 603-399-8334
TTY Access 1-800-735-2964

LT. Hank Colby, Programs
LT. Cilla DeHotman, Classification
LT. Robert L. Hummel, Training
LT. John A. Mousseau, Safety and Security

Annual Report 2007

After a ten-year struggle to determine the need and location for a new Department of Corrections for Cheshire County, it seems that we have finally determined the location and size of the project. The County Administrator, Commissioners and the correctional staff have spent many hours planning and reviewing documents in preparation for this badly needed project. Our planning continues with significant challenges ahead such as determining the staffing needs of the facility and winning support for our recruiting, training and transition plans.

Training (Lt. Robert Hummel) – All officers and administration met or exceeded their mandated training requirements. We averaged 115 training hours in 2007 compared to 139 in 2006. The decrease in training hours is due to more time being devoted to new jail planning rather than training.

- We provided exceptional firearms training in 2007 to include handling, qualification and specific focus on transition drills. We also completed shotgun training.
- In 2007 we received approximately 60 applications for 6 vacancies. Of the applicants, 12 were considered eligible in meeting our hiring standards. 8 employees left the department in 2007.

The Training Director is also the transition team leader for the new jail who has reviewed the plans closely and worked with staff and architects to try to minimize any change orders as the project progresses. As spring approaches, construction will begin and the transition team will find itself at both the old and new locations with increased frequency.

Safety and Security (Lt. John Mousseau) - We processed 1294 inmates in 2007.

Males	780	Protective Custody	363
Females	151		
Pretrial	581	Male	271
Sentenced	329	Female	92
Federal Hold	9		
Dual status	7		
Other	5		

Inmate Disciplinary board results:

- 441 major violations
- 247 minor violations
- 13 hearings were dismissed
- 364 were found “guilty” by an impartial board
- 65 were found “not guilty” by an impartial board

Assaults by prisoner on an officer	6
Use of OC pepper spray	12
Suicide attempts	16
Suicides	0
Sheriff’s or State Police Dept	
Investigations	8

Transports:

Medical emergencies	15
Court / Attorney requests	17
PC Drop off in Keene	22
Medical appointments	77
Federal Transports	0

Inmate programs: (Lt. Hank Colby)

The director of Inmate Programs provided facility tours to 161 individuals and 11 civic groups. Lt. Colby also presented at 6 public speaking events.

The program director supervised 18 sentenced inmates on work release, 22 on electronic monitoring, and an additional 4 on pretrial release electronic monitoring.

Inmates have 96 approved volunteers that share skills in 15 different inmate programs. 7 Inmates were tutored who required special education services. 14 Inmates received their GED while incarcerated and 1 actually received his high school diploma.

118 inmates provided labor to the Cheshire Fair Association. Inmate labor was also supplied to the UNH cooperative extension service, Keene Transfer Station and the Cheshire YMCA. Inmates continue to monitor 2.4 miles of Rt. 12 under the NH DOT adopt a highway program.

Inmate Mental Health Statistics – *(Barnes Peterson, LCMHC, CCFC, CCDVC)*

Barnes provided mental health services for 65% of the inmate population in 2007.

- Of the 305 inmates who received a mental health assessment:
- 70% (213) required active or intensive mental health treatment
 - 46% (140) received psychoactive medication
 - 43% (131) met criteria for co-occurring disorders (Axis I diagnosis such as a mood or anxiety disorder and a drug or alcohol abuse disorder)
 - 77% (234) met criteria for drug and/or alcohol abuse or dependence
 - 55% (169) met criteria for a personality disorder (Primarily Antisocial Personality Disorder)
 - 12% (36) were determined to be at high risk to self-harm or attempt suicide
 - 9% (27) were determined to be at high risk to commit acts of violence while incarcerated
 - 22% (67) were women

One inmate was transferred to the Secure Psychiatric Unit due to repeated and severe self-harming behaviors

Inmates per age group who received a mental health assessment:

17-19	13%	(39)	40-49	15%	(44)
20-29	38%	(117)	50-59	6%	(19)
30-39	25%	(76)	60+	3%	(10)

Noteworthy Accomplishments:

In addition to his individual assessments and counseling services, Barnes developed and offered the **“Getting Off the Criminal Justice Merry Go Round” Program**. This 8-week group helps inmates to carefully explore and begin to change antisocial patterns of thinking and behavior. 8 inmates successfully completed the program in 2007.

Superintendent Van Wickler and Barnes received the **Presidents’ Community Partner Award** from Campus Compact for New Hampshire in April 2007, in recognition of their successful collaboration with the Psychological Services Center of Antioch University-New England. Through this collaboration, doctoral-level trainees provide weekly individual and group counseling for CCDOC inmates. The award stated: *“Superintendent Van Wickler’s philosophy of respect encompasses his facility and quickly embraces our students and supervisors. Barnes and Rick have provided an inspiring opportunity for emerging practitioners who move in the world with that exquisite combination of expertise and humaneness. Our students have reported that their experience at the jail has been life affecting. Likewise, Barnes has remarked that he sees the inmates he assigns to our students profit from the human professional touch in our students and supervisors.”* This collaboration continues to be beneficial to both organizations. During academic year 2007-2008, we have 5 doctoral-level trainees providing weekly psychological services for our inmates at no direct cost to Cheshire County.

Throughout 2007, Barnes served as a **Board Member of the NH Chapter of the National Association of Forensic Counselors**. This Board has been working closely with Senator Martha Fuller Clark, D-Portsmouth, who has sponsored a Bill for the certification of forensic counselors. The objective of the Board and the Bill is to promote and enhance the specialized skills of forensic counselors. On February 13, 2008, Barnes and Superintendent Van Wickler provided testimony in favor of the Bill to the Executive and Administration Committee. The Committee offered unanimous support and sent the Bill to the full Senate. The Bill has gained significant support. When it passes, New Hampshire will have the distinction of being the first state in the country to provide forensic counselors with state-level certification.

R.N. Van Wickler
Superintendent

**Cheshire County
Computer Operations
2007 Annual Report**

Two thousand and seven was an extremely busy year for the Computer Operations Department. In addition to normal day-to-day troubleshooting and maintenance, many new sizable projects were undertaken.

We continue to lease workstations for those users that require a full PC. Those that require basic network access are supplied with WYSE Thin Clients.

In March and April, First Choice Communication Services of Brattleboro installed our new Nortel phone system; a BCM 200 at Keene and Maplewood and a smaller stand-alone BCM 50 at the House of Corrections. This new system gives the County centralized services and administration for 33 West Street, the County Attorney offices and Maplewood Nursing Home, including Voice Mail and direct 4 digit dialing between locations. In addition, approximately 110 Verizon Centrex lines were replaced with 2 digital lines provided by Paetec. These lines supply “dial tone” to the new system.

The new phone system also gives our “remote offices”, Alternative Sentencing and Prosecutors, access to the same services available to Keene and Westmoreland via Voice Over IP technology.

Wendy Putnam left her position as the Computer Operations Department Head to pursue a career in nursing. I replaced her in that position in June and Tracy Pahl filled the vacant PC Specialist position in July. In just 8 months Tracy has proven to be an asset to the County and a welcome addition to the department. Jim Martin continues to do a great job manning the Keene office.

In July we replaced the Sheriff's Department data and applications servers. As a departure from the norm, we leased rather than purchase these machines. Although our workstations are on a 3 year lease plan, these servers are on a 5 year lease plan. In use by the dispatchers, and being aware of the “public safety” concerns, this new system utilizes Microsoft Clustering technology for redundancy and automatic “fail over” switching.

We began the installation of the new Kronos hardware and software in September. The new system provides an integrated Human Resources, Time and Attendance and Scheduling software application. In addition, 6 new time clocks were installed at various locations within the County. These new clocks are IP based and are connected to our data network. We no longer need to rely on antiquated modem technology to collect data from our clock devices. It is expected that we will “go live” on the system sometime during the first quarter of 2008.

The first phase of the LNA Charting project got underway in November. A training consultant from American Data (the vendor for our Electronic Charting System) spent 4 days with us providing basic setup of data entry screens and training. Her work continued through the rest of the year, customizing the workflow to our needs.

In December we began installing the Flat Panel Touch Screens on each of the nursing floors that would be used for inputting data into the system. Installation of all of the new devices will continue

into early 2008. Throughout this project Tracy Pahl, from this department and Kristin Moses, Staff Development Coordinator have been instrumental in implementing the new system.

I continue in my role as the County HIPAA Security Officer and provide training at the bi-weekly orientation sessions at Maplewood. In addition to new employees, this provides an annual review for our “veterans”.

This department continues to assist all County employees, located in 6 different locations, with their required Information Services.

I would like to extend my sincere thanks to the County Delegation members, County Commissioners, Elected Officials, County Administrator and Department Heads for their support of the Computer Operations Department.

In addition I would also like to thank Jim Martin and Tracy Pahl for their hard work and dedication to this department’s mission.

Respectfully Submitted,

Douglas Scribner
Computer Technician
Cheshire County Computer Operations

CHESHIRE COUNTY FACILITIES 2007 ANNUAL REPORT

Maplewood Nursing Home

2007 was a very busy year for the facilities department. Over 3,600 work orders were completed at Maplewood Nursing Home and another 300+ at our Assisted Living wing.

High staff turnover put a lot of pressure on the department and forced many overtime hours.

Painting and general cosmetic work took a back seat to repairs and preventative maintenance. The building is now 32 years old and starting to show its age.

An engineering study will hopefully be done this year to give the county a clear picture of what can be done to the building to make it more functional and ascetically pleasing.

House of Corrections

The jail building continues to function but required many more man-hours than expected. The cell locks are getting worn out and require a lot of repairs, at over \$700 per lock it is cost prohibitive to replace locks so we so out best to "yankee" them to working condition.

The HVAC works but the building has many hot and/or cold areas due to lack of ductwork.

I look forward to the construction of the new jail.

Water Treatment Plant

The water plant produced over 11,000,000 gallons of water in 2007, 70% of this came from the Connecticut River and 30% from the bedrock well located behind the nursing home.

Waste Water Treatment Plant

The Waste Water Treatment Plant is running fine. We had a couple of e-coli violations during the year but nothing drastic. Normal repairs and chemical use.

Superior Courthouse

The courthouse is in good shape and functional. It is in need of a paint job and also two new water pumps. Minor roof repairs were needed during the winter.

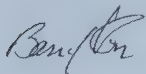
Administration Building

Nothing out of the ordinary occurred in the Administration building in 2007. A parking problem and heavy traffic using the parking lot as a short cut will be dealt with this summer.

In summary all buildings are functional and operating well. Preventive maintenance is up to date and grounds look good.

The Army Corps of Engineers have completed the stream bank erosion project on the Connecticut River except for the planting of trees.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Barry King".

Barry King
Facilities Manager

Cheshire County
Human Resources Department
Annual Report
2007

The Human Resources department is responsible for providing Comprehensive Human Resources leadership for the County and staff personnel. The Human Resources department continues to implement and administer the County's personnel program in accordance with the provisions of applicable laws, rules, regulations, policies and procedures. We work continuously to serve the 400+ employees of Cheshire County.

New Hires and Terminations of 2007

Human Resources is actively involved in overseeing the County's hiring and termination process. In 2007, the Human Resources department advertised, prepared job postings, screened applicants for vacancies and coordinated the selection of the following positions:

Maplewood Nursing Home/Assisted Living Apartments

Hired 39 LNAs	Hired 16 Ward Aides
Hired 3 LPNs	Hired 9 RNs
Hired 1 QIC Coordinator	Hired 1 Occupational Therapist
Hired 1 Asst. to DNS	Hired 1 staff Physical Therapist
Hired 1 Receptionist	Hired 2 PCAs
53 Voluntary terminations	15 involuntary terminations

Human Services Department

Hired 1 Secretary	1 voluntary termination
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Safety Dept.

Hired 1 Safety Intern

Computer Operations

Hired 1 PC Specialist

Social Services

Hired 1 Social Worker	1 voluntary termination
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Sheriff's Department

Hired 2 Communications Specialist	Hired 1 Deputy Sheriff
4 voluntary terminations	

County Attorney's Office

Hired 1 County Atty.	Hired 1 Asst. County Atty.
Hired 1 Asst. County Atty. Regional Prosecutor	Hired 1 Police Prosecutor
Hired 1 Admin Asst. for the Regional Prosecutor	2 Voluntary Terminations

Department of Corrections

Hired 9 Correctional Officers
4 involuntary terminations

4 voluntary terminations

Dietary Department

Hired 12 dietary aides
Hired 1 Baker
10 voluntary terminations

Hired 1 Cook
Hired 1 Evening Dietary Supervisor
6 involuntary terminations

Facilities Department

Hired 2 Maintenance Workers
Hired 1 Maintenance Worker/Waste Water Operator

Hired 1 Electrical Technician
4 voluntary terminations

Housekeeping Department /MNH

Hired 10 Housekeeping Aides
4 involuntary terminations

5 voluntary terminations

Laundry Department /MNH

Hired 8 laundry aides
2 involuntary terminations

8 voluntary terminations

Alternative Sentencing Department

Hired 2 Case Managers
2 voluntary termination

Hired 1 Clerical Assistant

Finance Dept

Hired 1 Payroll Assistant
3 voluntary termination

Hired 1 Accts. Payable Coordinator
1 involuntary termination

EAP – Employee Assistance Program

Human Resources in conjunction with Cheshire County Management promotes an Employee Assistance Program to its employees and eligible members of their immediate household. Contractor, Resource Management Consultants is in the business of administering Behavioral Health Risk Management Services, including Employee Assistance Programs, Work/Life Management Programs, Behavioral Health Disability Management Programs and Managed Behavioral Health Care programs on behalf of employers.

The following report summarized the Employee Assistance Program activity for Cheshire County from January 1, 2007 to December 31, 2007. The annual utilization rate for 2007 was 6%. The following highlights should be noted:

- Continued high utilization rate
- 66.7% of Legal/Financial issues dominated as top concern for third consecutive year, followed by 16.7% Mood disorder issues and 16.7% of occupational/career issues.
- Primary Client is the employee at 83.3%.
- Spouse/Partner & other Household Members are 16.7%

- EAP Consultants presented the following presentations in 2007
 1. Harassment Prevention “Maintaining a Harassment Free Workplace”
 2. Identity and Creativity in the work place
 3. Assertive communication
 4. Yoga, relaxation for LNA week.

Recruiting & Networking

Recruiting efforts for 2007 included attending job fairs in the VT and Cheshire County area. Human Resources continues to promote Cheshire County Government as a premier employer in the area. In addition to the Cheshire County website and various other NH job sites, we continue to network with local area businesses, and have been successful in posting employment opportunities at various localities.

NH Technical College – Claremont

Keene State College

Lady of America

Employment Security Keene

Cheshire County Website

Vermont Technical College

Job posting boards at our various Cheshire County facilities in Keene and Westmoreland

I am a member of the Greater Monadnock Society for Human Resources Management Association and attend the monthly Chapter meetings held in Keene. The GMSHR is a non-profit organization dedicated to providing professional development opportunities and networking to local HR professionals. Monthly chapter meeting topics vary from nuts-and-bolts program design seminars to more advanced HR strategy discussions.

I also attend the New Hampshire Association of Counties Human Resource Affiliate meetings in Concord. Various HR Managers and Directors throughout the Counties are in attendance at these meetings. General topics of discussion at these meetings are:

- NH Retirement System
- Labor Law Updates
- County policies and procedures

Employee Newsletter

The monthly Employee Newsletter continues to be a benefit to all staff. It provides recognition to our Employee of the Month at Maplewood Nursing Home, boosts morale, improves employee relations and educates employees on upcoming events within the County.

Various County departments provide information for the newsletter and we look forward to their continued support in providing the Human Resources department with information for the Newsletter.

Kronos - Workforce HR

Implementation and Training for the new Kronos Human Resources program began in October. Laurie Morse, Human Resources Assistant and myself attended in-house, educational training sessions on the following topics.

- Hiring New Employees
- Controlling Access to Data
- Managing Position Data
- Human Resources Core Concepts
- Maintaining Employee Human Resources Data
- Managing Organizational Changes
- Managing Human Resources Policies
- Managing Compensation Changes

This training has been extremely beneficial towards managing the information and data contained in the Human Resources department. Although we are still in the beginning stages of this program it has already proven to help streamline the efficiency of the department. I look forward to future training that I have scheduled with Kronos so Human Resources can utilize this software to its greatest potential.

I would like to thank and recognize Laurie Morse, Human Resources Assistant for her tremendous effort throughout the year as my Assistant. I would also like to thank the County Commissioners, Elected Officials, County Administrator, Department Managers and co-workers for their support of the Human Resources Department. I look forward to working and serving all departments in 2008.

Respectfully Submitted,

Wendy Hurley
Human Resources Manager

HUMAN SERVICES DEPARTMENT ANNUAL REPORT FOR 2007

To the Honorable Board of Commissioners and Citizens of Cheshire County. As Human Services Administrator for Cheshire County, I hereby submit my report for the year ending December 31, 2007.

The Human Services Department is responsible for meeting the needs of the elderly, the disabled, the infirm and the youth of the county who qualify for certain state programs.

Following this narrative are reports (one for the adult programs and one for the juvenile program) which show expenses by town (being the town in which the recipient was living at the time that program eligibility was determined by the state).

Old Age Assistance is a program providing cash grants to income eligible elderly persons. The county pays a fifty-percent share of the grant. Cheshire County paid a total of \$45,092.84 for 79 individuals. Aid to the Permanently and Totally Disabled is a program which provides cash grants to income eligible persons who have severe physical or mental disabilities. The county's share is fifty percent of the grant. Cheshire County paid a total of \$529,424.20 for 477 individuals. Eligibility for both the Old Age Assistance Program and the Aid to the Permanently and Totally Disabled Program is determined by the Office of Medical Services of the New Hampshire Department of Health and Human Services.

Note: Legislation effective July 1, 2005, increased the counties' costs for the medical surcharge for those individuals on Old Age Assistance from \$6.00 to \$27.00 per person per month and from \$23.00 to \$52.00 per person per month for those persons on the Aid and Permanently Disabled Program.

The cost for those individuals residing in nursing homes and who are eligible for the Medicaid Program is split three ways, with the federal share being 50% and the state and county share being 25% each after deduction of any personal income available to the resident. The county expended \$2,922,253.80 as its share of the cost for 412 individuals.

As a result of legislation (Senate Bill 409) which became effective on January 1, 1999, the counties' share of the cost of Intermediate Nursing Care (room and board) was reduced from 30.55% to 25%. However, the counties become responsible for paying 25% of the costs of a wide array of medical services (called Provider Payments) for those Medicaid eligible residents of nursing homes. In addition, the counties are also responsible for paying 25% of the costs of various medical services for those individuals who are in the HCBC (Home and Community Based Care) program. To be eligible for this program, individuals must meet the medical criteria for nursing home admission. This program allows people to stay in their own living environment (i.e., home, apartment, etc.) with various types of medical support instead of entering a nursing home.

In 2007, 232 individuals received services under the HCBC Program. The county's share of costs for both the HCBC Program and Provider Payments was \$1,508,404.99. The county shares with the Division for Children, Youth and Families and the Division of Juvenile Justice Services the cost of certain court-ordered services provided to the juvenile and/or family at a 25% county/75% state ratio. Some of these services include foster homes, group homes, in-patient psychiatric facilities, the Youth Development Center, legal counsel, transportation, diagnostic evaluations, counseling, child health support services, outreach and tracking services, and respite services. During 2007 there were 338 active cases (cases involving payments/expenses) and the cost to Cheshire County totaled \$720,576.06.

INCENTIVE FUNDS

For the last several years, the ten counties in New Hampshire have been receiving funds from the Department of Health and Human Services known as Incentive Funds. These monies are used to fund programs at the local level designed to prevent out-of-home placement of juveniles. Toward the end of 2007, we received \$232,039.00 in Incentive Funds. A Selection Committee determines program funding. The Selection Committee, comprised of the County Human Services Administrator, two County Commissioners, one State Representative, the President of the local United Way, and three individuals from the state Department of Health and Human Services, decided to use an additional \$22,300.00 of surplus money in our account which consisted of accrued interest and funds awarded in previous years but not completely used by the recipient agencies. A total of \$254,339.00 was awarded to the following agencies to fund programs during 2008:

Big Brothers--Big Sisters (Big Brothers-Big Sisters of the Monadnock Region, Inc. is a mentoring program designed to serve at risk children between the ages of 6 and 18. The children (clients or "Littles") are matched with adults (volunteers or "Bigs"). The match is carefully planned, based on mutual interests, built on a child's strengths, and designed to last. The Big Brother-Big Sister Case Manager carefully monitors the matches over the span of the commitment providing full support. Big Brothers-Big Sisters is not a quick fix solution. During the first year, it takes an average of fifty contacts to complete and sustain a match);

Copper Cannon Camp (For 44 years Copper Cannon has offered a free summer camp to low income children. Our facilities are located outside of Franconia on 123 beautiful forested acres. The camp is the direct vision of one man, Ham Ford, who had the chance to experience camp as a child. In 1963, Hamilton Ford decided it was time to give back for what he had received as a child and began Copper Cannon. Copper Cannon Camp has been a magical experience for over 16,000 of New Hampshire's low income children. It is a place where they have had the chance to play, grow and become better members of their communities. Copper Cannon is a nonprofit summer camp and educational facility that had 384 youth participate last summer, with 18 from Cheshire County);

Family Center (The Parent-Child Connections Program is a year-round, weekly support program for families with children from birth to age five offering education and support for parents, as well as a developmentally appropriate enrichment program for the children. The parent program provides facilitated discussions and presentations on

topics that incorporate The Effective Parenting Workshop curriculum in weekly discussions. The topics include, but are not limited to: age-appropriate expectations, child development, setting limits, temper tantrums, nutrition and eating issues, temperament, effective communication, consequences, reward and punishment, positive discipline and problem solving);

Planned Parenthood (The mission of the Family Planning Collaborative is to "provide encouragement, education and support for the family planning efforts of women and families and in so doing, prevent teenage and unintended pregnancies." Children born as a result of unintended pregnancies (more than 40% of all births at Cheshire Medical Center) are at significantly higher risk of poverty, housing crisis, learning problems, neglect and abuse because their parents are unprepared for pregnancy and stressed by the unexpected responsibilities for parenthood. The application includes funds to (1) provide direct education in family planning to participants in social service programs, (2) train staff members of social service agencies to discuss birth control and other family planning issues with clients, (3) provide direct education to teenagers, (4) conduct a training session for local educators, and (5) hold a meeting or provide services in Winchester);

Girls Incorporated of New Hampshire (Girls Incorporated of New Hampshire is a member-based organization for girls, ages 6 to 18, dedicated to developing their confidence, knowledge, life skills, and leadership abilities. Programs are designed to provide girls with an environment in which they can be themselves among supportive peers. Girls Inc. enrichment programs are driven by research on issues affecting girls today. Programs aim to fill gaps and compensate for what girls do not receive elsewhere. Topics such as media literacy, substance abuse prevention, economic literacy, health education, career development, and safety awareness are addressed in our programs. Girls Inc. enrichment programs are among the best strategies available to help girls develop their potential and avoid risky behaviors);

HCS Community Care (The purpose of the Promoting Healthily Families Program is to address inadequate social supports and social isolation in lower to moderate income families in Cheshire County. A social worker with special background and training in parenting issues is assigned to Cheshire County pregnant and parenting families who are at social and/or physical risk. The physicians providing prenatal care identify the families, by social agencies, town welfare offices and child care centers in Cheshire County. The role of the social worker, in coordination with other parent support systems in the community, is to make assessments and appropriate referrals to community supports and follow-up with the progress of the family with home visits. Group educational and supportive programs will be planned with topics ranging from nutrition to age specific play to the nationally recognized Parents as Teachers Program);

Keene Housing Authority-Building Bridges Youth Services Program (Building Bridges Youth Services Program is the Keene Housing Authority's program serving youth and their families living at public housing communities. The program consists of three primary components: (1) case management for youth and their parents, (2) daily after-school program, and (3) life skill workshops and programs. There is a Resident Services Co-ordinator designated specifically for the youth's parents, who guides the family in setting goals and addressing needs in the areas of employment, financial management, parenting and family planning, education and self development. At

each of the two family sites, the Youth Service Co-ordinator co-ordinates the after school program with the highest priority given to helping youth with their homework, tutoring, learning through computers, developing social skills, providing positive role models, and solving problems at home by meeting with parents and youth. The Youth Services Co-ordinator also works with each child and their family to develop youth development plans to help each child reach their full potential);

Keene Youth Services Department--Chins Diversion Program (The CHINS (Child in Need of Services) Diversion Program is a community based preventative program serving non-criminal youth ages 7-17 years and their families. CHINS is a legal term commonly used to describe a youth who is truant from school, repeatedly running away, or repeatedly disobeying their parent or guardian. Youth are identified for the program by state and local police departments, school personnel, other service agencies and parents through demonstration of status offense behaviors. The purpose of the program is to prevent inappropriate or unnecessary involvement through assessment, referral, and case management services. Adherence to a mutually developed case plan holds the youth accountable for their actions and aids the family in accessing available resources in the community);

Keene Youth Services Department--Earn-it (Earn-It is a juvenile offender/victim restitution program for delinquents (age 12-17). Youth who owe restitution (both monetary and symbolic) are referred to Earn-It to repay their victims and the community for their illegal actions. Referrals are made by the Keene District Court and the Juvenile Conference Committee Diversion Program);

Keene Youth Services Department--Juvenile Conference Committee (The Juvenile Conference Committee (JCC) is a pre-adjudication intervention program for first time young offenders. JCC is an alternative to formal juvenile court proceedings. The goal of JCC court diversion is to encourage responsibility and accountability on the part of juvenile offenders in order to deter further delinquency and future court involvement);

Monadnock Center for Violence Prevention, Inc. (Prevention education programs in cooperation with local school districts will help inform young children of the choices they can make to not participate in violent behaviors. Bullying, sexual harassment, teen relationship violence and stalking are behaviors now being seen at the elementary through high school levels. Experience has shown us those children who begin as bullies often follow a continuum of violent behavior that easily develops into dating violence and eventually domestic or sexual violence. Our goal is to impact the knowledge, skills and attitudes of children, youth and teens regarding these behaviors which will eventually impact their behaviors as our adult community members);

Monadnock Family Services - All R Kids (All R Kids Supervised Visitation Center provides a neutral, safe, and confidential space for supervised visitation and monitored exchange to occur in court-ordered cases involving domestic violence and child abuse/neglect, as well as privately arranged cases. All R Kids is set up to ensure that the custodial and non-custodial parents have no contact when the visitation or exchanges occur);

Monadnock Family Services - Cheshire Mediation (Parent-Youth Mediation) (A parent youth mediation service which brings together family members who are in crisis with the goal of helping them reach some agreements about how things can change);

Monadnock Family Services - Cheshire Mediation (Circles of Support) (This initiative seeks to engage our communities' most disenfranchised youth in a positive way which will give them the skills and support to succeed in our community. Youth who are returning to the community from structured placement facilities, the county jail or YDC face the challenge of being reintegrated into the community. Circles of Support will provide community support and a sense of belonging to the youth being reintegrated);

Monadnock Family Services - Many Options (MANY Options is an after-school program for fifth through ninth grade youth that offers a variety of supervised activities from 2:30-5:30 p.m. each day according to the school calendar schedule for SAU 29. Activities are run throughout the Keene community at Stonewall Farm, the Moving Company, the Keene Public Library, the Keene Family YMCA, the Keene Community Kitchen, and the Monadnock Humane Society. Other activities offered include programs run by our own Challenge and Acting-Out Programs. The program runs for 36 weeks (entire school year), and participants pay an annual membership fee based on a sliding scale with scholarships available to those who show need);

Monadnock Family Services - Challenge Program (The Challenge Program builds resiliency and improves individual, social and family functioning by increasing problem solving, empathy, communication, impulse control and decision making skills. Adventure-based activities also provide healthy risk taking opportunities for youth whom might otherwise look to drugs, violence or other illegal activities to test limits to satisfy the needs for thrills);

Monadnock Family Services - Parent Outreach Project (The mission of the Parent Outreach Project is to support and strengthen families through parent education and support. We define "parent" as any adult in the primary care giving role, be they biological parent, kin, foster, and adoptive parent. Our programs meet parents where they are in their parenting journey by offering a variety of venues for parents to learn about child and parent development, develop positive discipline skills based on developmentally appropriate expectations, express parental concerns, and give and receive mutual support. The classes, workshops and individual consultations offered through POP are strength bases and focus on building family resiliency. Family resiliency is a family's ability to cultivate strengths to positively meet life stresses and manage healthy interpersonal relationships);

Monadnock Region Child Advocacy Center (A community partnership dedicated to a coordinated team approach by professionals pursuing the truth in child abuse investigations. By bringing together professionals from law enforcement, the County Attorney's Office, the Division for Children, Youth and Families (DCYF), victim advocacy agencies and the medical and mental health communities, Child Advocacy Centers provide a safe child friendly location for interviewing alleged victims of child abuse and coordinating the investigative team);

Plus Time NH (The purpose of the Plus Time NH Cheshire County Afterschool Initiative is to increase and improve afterschool options for Cheshire County youth to engage in safe and positive activities during out of school time by

strengthening the ability of communities to deliver quality services. The county incentive funds would partially support the services provided by the Wester Regional Consultant for Plus Time NH. This position provides essential technical assistance and support to organizations, schools and community groups in Cheshire County who are striving to create, expand, or improve the quality of their afterschool programs);

Rise...for baby and family (The Rise Prevention Program is intended as an adjunct program working together with early intervention services to add expanded prevention services for children at high-risk of out-of-home placement. It also allows Rise to serve infants and toddlers at high-risk who would not otherwise be eligible for early intervention - early supports and services);

The Samaritans, Inc. (The Education and Outreach Program is structured to reach youth in Cheshire County through interactive presentations which will open the lines of communication between area adults and youth);

Winchester Learning Center (The Winchester Learning Center, is a community supported non profit child care, preschool and family resource center, serving children ages 2-6 and their families).

COMMUNITY YOUTH PROFILE GRANTS

During the 1999 budget process, the Board of Commissioners recommended that the sum of \$20,000 be included in the budget to encourage the creation of innovative, community-based programs to serve the youth of Cheshire County. The County Delegation subsequently voted to appropriate these funds (which are called Community Youth Profile Funds). Each year since then, monies have been included in the budget for these events.

In April, 2007, proposals were solicited from towns, schools, agencies and other interested parties and were reviewed by a panel which included Commissioner Roger Zerba, Commissioner Stillman Rogers, State Representative Tara Sad, County Human Services Administrator Mimi Barber, Lauren Bressett, Family Educator for UNH Cooperative Extension Services, and Judy Lang, a community volunteer and parent.

\$24,431.36 was used to fund the following programs for the program year running from July 1, 2007 through June 30, 2007:

Alstead Police Department Explorer Post 1009: (Exploring is a national organization which exposes youths age 14-21 to the career field of Police, Fire and EMS services. Youth are taught the basics of each career field and, in turn, are required to support community functions as a way of returning their newly acquired skills. Funds are being requested for initial startup costs, which include uniforms and medical training books);

E.L.M. Memorial Community Center (Funds will be used for transportation for our upcoming Adventure Camp for Grades 5 through 8. This year, the ELMCC has added three grades to the summer camp experience, hoping

not only to increase service to your youth but also to engage them with the Youth Resource opportunities at the ELMGCC);

Farm, Food and Forestry (Our two-week day camp is innovative and community based. We plan to offer a total of sixty hours of quality instruction and fun to youth ages 10-14 in the community of Winchester, New Hampshire. The site of the camp will be the Kelly View Farm on Old Westport Road. We have selected the community and location for several significant reasons. First, we plan to provide the at-risk population with information and experiences, which allow them to make informed and healthy choices while relating to the natural world of plants and animals. This environmental work will help youth to better appreciate their place in the natural world. We also believe that the campers will benefit from the opportunities provided to nurture the calves. We propose to educate campers on the causes and consequences of obesity. We will provide information on nutrition, nutritious meals and plenty of exercise. Campers will have the opportunity to participate in the "4-H Get Up and Go" walking program. They will also get exercise at the farm by doing farm chores and at Pisgah State Park where they will study the environment through forestry. All of this will help to address a current problem in Winchester where research conducted by the school district found 5 out of 7 classrooms at risk for obesity as measured on the BMI index scale. Our goal is to slow or halt weight gain so children will grow into their body weight over a period of months);

Genesis – Keene Center (Is proposing a project, in collaboration with Keene Middle School to students working with certain elderly residents at Genesis – Keene Center. The purpose of the project will be for the students to come to Genesis – Keene Center after school one day a week for three and a half months, and to furnish staff to assist them in creating a "Living History" scrapbook and video record of the lives and experiences of long term care residents. At the conclusion of the project, the scrapbook would be presented to the long-term care resident and/or their family);

Keene Public Library - Library Learning Connections (This program is a marketing campaign to increase the use of Keene Public Library cards by Keene students and to increase the use of the library's "Live Homework Help" electronic resource);

(Second Round)

The ACCESS Program (The CATCH Kids Club (CKC) is a physical activity and nutrition education program designed for elementary school aged children (grades K-5) in an after-school and summer setting. CKC is composed of nutrition education materials and a physical activity component that works to curb social challenges and wellness barriers for children and families);

E.L.M. Memorial Community Center (In the summer of 2007, we extended our summer camp program making it possible for grades 6,7 and 8 to take part in some summer fun at the ELMGCC. This was an opportunity that had not been given to that age group before. With the assistance of the Cheshire County Youth Profile Committee, we offered many new activities to a group of youth who otherwise may not have experienced the natural wonders of camping, hiking, fishing and kayaking. Our youth respond to outdoor adventure, especially kayaking and canoeing. It is my belief that if we are able to provide more kayaks and an adequate means of transporting them, we will be

able to offer this activity to a larger group at one time, ultimately resulting in keeping Winchester's teens safe, healthy and active. We are, therefore, requesting \$2570 for the purchase of kayak trailer);

MANY Options After-School Program (MANY Options is an after school program serving over sixty Cheshire County youth in grades 5-9. MANY Options offers safe, supervised, fun activities for youth including those with special needs. Activities or "options" are offered in seven week sessions with three different activities offered each day. The Community Youth Profile grant will support the creation of a Young Entrepreneurs Club beginning in January 2008. Implementing the Entrepreneur curriculum from 4-H Cooperative Extension, over 30 youth in the club will learn about what it takes to be an entrepreneur, while developing a working knowledge of vocabulary and models related to business. This project will be an entrepreneurial endeavor giving students a chance to learn about various aspects of business while showcasing their photography on greeting cards. Photographs for the cards will come from students in the MANY Options Photography Club, a program started in the Fall of 2006 with a CYP grant. The Entrepreneur project will involve developing and executing a business plan for the production and printing of participant's photographs onto greeting cards. These cards will then be sold throughout the community. The greeting card project will provide over 30 youth with the opportunity to learn how to create and market a product, while continuing to develop basic camera and photo composition skills. In addition, participants will develop leadership, team building, communication and social skills);

The Orchard School (The Orchard School summer camp program, with its inclusive atmosphere, provides childcare to working families during the summer as well as offering quality summer camp experiences to children with all abilities, including those with special needs. We will provide an in-depth training program at the beginning of the summer and an in-depth breakdown and evaluative session following for all teen counselors, including some adult educators as well).

The Cheshire County Human Services Department remains a vital link between the courts, the Division for Children, Youth and Families, the Department of Juvenile Justice Services and the providers of services for children, youth and families.

Respectfully submitted,

Mimi Barber
Human Services Administrator

**CHESHIRE COUNTY HUMAN SERVICES
JUVENILE EXPENSES BY TOWN
JANUARY 1, 2007 THROUGH DECEMBER 31, 2007**

TOWNS	# OF CASES	AMOUNT	FED SHARE	COUNTY SHARE
ALSTEAD	1	8,368.95	5,583.14	696.45
CHESTERFIELD	7	328,273.38	123,663.12	51,152.57
DUBLIN	1	277.35	0.00	69.34
FITZWILLIAM	9	151,918.68	99,522.76	13,098.98
GILSUM	3	15,067.88	7,393.34	1,918.64
HARRISVILLE	2	160.00	0.00	40.00
HINSDALE	32	654,972.32	316,951.23	84,505.27
JAFFREY	18	172,673.00	93,335.35	19,834.41
KEENE	115	1,809,782.88	782,249.29	256,883.40
MARLBOROUGH	4	76,263.42	28,668.59	11,898.71
MARLOW	1	7,354.87	5,140.36	553.63
NELSON	3	10,243.75	717.00	2,381.69
OTHER	9	46,130.35	11,280.55	8,712.45
OUT OF STATE	1	31,386.52	16,061.39	3,831.28
PETERBOROUGH	1	276.00	0.00	69.00
RICHMOND	1	2,817.60	0.00	704.40
RINDGE	19	164,517.53	77,512.08	21,751.36
ROXBURY	1	1,363.33	0.00	340.83
SULLIVAN	1	80.00	0.00	20.00
SWANZEY	7	238,166.42	11,540.15	56,656.57
TROY	24	298,340.21	106,399.23	47,985.25
WALPOLE	19	285,075.96	140,330.68	36,186.32
WESTMORELAND	7	131,536.88	51,498.36	20,009.63
WINCHESTER	52	609,204.44	284,100.86	81,275.90
TOTALS	338	5,044,251.72	2,161,947.4 8	720,576.06

**CHESHIRE COUNTY HUMAN SERVICES
ADULT EXPENSES BY TOWN
JANUARY 1, 2007 THROUGH DECEMBER 31, 2007**

	CASES	OAA & MEDICAL	CASES	AFTD & MEDICAL	CASES	INTERMEDIATE NURSING CARE	HCBC	CASES	PPMT	TOTALS
ALL TOWNS	1	-380.25	1	-0.04	4	-166,790.95	0	0.00	0.00	-167,171.24
ALSTEAD	0	0.00	8	8,043.50	6	43,209.44	5	17,281.06	11	14,444.40
CHSTERFIELD	1	335.50	13	15,213.00	9	76,719.83	2	4,761.67	12	36,570.02
DUBLIN	0	0.00	3	2,661.75	3	26,142.68	2	3,540.12	6	4,035.87
FITZWILLIAM	1	691.00	12	17,818.00	6	35,921.99	4	18,521.95	11	10,702.94
GILSUM	1	366.00	5	11,269.25	4	10,618.70	2	5,108.85	4	5,398.93
HARRISVILLE	0	0.00	3	1,362.00	4	39,007.70	4	20,365.74	6	5,852.58
HINSDALE	3	551.50	27	33,443.00	19	147,358.21	16	44,269.99	29	36,435.17
JAFFREY	4	3,765.00	34	48,754.00	20	192,106.27	13	41,893.38	32	99,913.18
KEENE	34	14,508.25	180	188,851.81	124	944,035.93	84	252,449.92	204	236,181.43
MARLBOROUGH	2	2,922.00	14	17,708.50	9	66,607.83	6	19,329.60	11	10,664.64
MARLOW	0	0.00	5	3,271.25	3	29,120.03	1	487.55	3	2,588.11
NELSON	1	152.50	4	7,273.50	3	23,738.10	2	2,158.79	5	4,826.58
OTHER	3	2,195.50	11	9,623.50	76	542,372.06	16	38,514.76	95	26,202.51
RICHMOND	1	795.50	6	9,760.25	0	0.00	3	4,408.19	3	62,894.34
RINDGE	2	2,268.00	8	12,242.00	17	113,001.94	2	4,979.24	19	10,450.47
ROXBURY	0	0.00	0	0.00	0	0.00	0	0.00	1	27.34
STODDARD	0	0.00	6	6,180.75	3	38,929.90	0	0.00	4	16,213.13
SULLIVAN	0	0.00	1	1,242.00	1	8,650.02	2	4,764.54	3	1,955.30
SURRY	0	0.00	4	6,221.50	2	4,336.36	2	8,861.85	3	778.53
SWANZEY	5	4,473.00	26	35,944.50	27	159,798.63	28	146,528.59	53	33,986.44
TROY	5	5,181.75	23	28,363.60	14	138,400.73	10	31,069.07	23	33,826.95
WALPOLE	4	2,400.09	12	9,426.75	19	139,025.24	8	28,359.99	29	24,521.52
WESTMORELAND	1	520.00	3	4,744.25	5	52,813.74	4	11,963.67	11	22,184.67
WINCHESTER	10	4,347.50	68	50,005.58	34	257,129.42	16	46,031.23	49	52,101.19
TOTALS	79	45,092.84	477	529,424.20	412	2,922,253.80	232	755,648.75	627	752,756.24
										5,005,175.83

Annual Report for 2007 Maplewood Nursing Home

Maplewood Nursing Home continues to serve a wide variety of county residents. Part of our work is to provide in-house therapy and skilled nursing care to rehabilitate our elders to return to as high functioning as possible. Another part of our work is to serve the needs of our elders with challenging behaviors. Our main focus continues in meeting the various needs of community members who require long term care and who primarily have Medicaid as their funding source.

The team at Maplewood worked very hard to increase and maintain a higher level census throughout 2007. The current philosophy in the state is to keep residents in their own home or at lesser levels of care needs. Maplewood has worked hard with the community to uphold this philosophy demonstrated by 44 discharges in 2007 to various community settings including the resident's home or assisted living level of care. There were a total of 101 nursing home admissions.

This past year, we began to work with a consulting agency to help us better understand and manage our Case Mix Index, which is a major basis for both our Medicare and Medicaid rates. We also focused on education for our MDS nurses to improve their working knowledge of this resident assessment and billing tool. Through intensive work by our nurses coached and educated by our consultants, we experienced an increase in both the Case Mix Index for Medicare and Medicaid residents, thus improving these revenue sources to more accurately be reimbursed for the care we provide.

Our referral sources are beginning to use internet technology and after signing a contract with what is called "e-discharge", we are now receiving some resident referrals through this new means. We expect more of this streamlining of information sharing between more and more health care entities as time goes on.

In 2007, the Laundry and Housekeeping Departments worked hard as a team to manage the work load despite some long term employees who retired and took quite some time to replace. The sorting side of laundry now has an air conditioning system to add some ventilation to this area. All drapes were replaced on the ground and first floors.

We had the turnover of our Food Services Manager in the spring of 2007, and we supported the promotion of Bethany Lawson to this contracted position with Fitz-Vogt. Meals continue to be prepared daily for the Jail, Assisted Living residents as well as the residents of the nursing home. Some of our costs went up in the food line, which can be explained in part due to increased census, and in part due to better meeting nursing home resident requests for more meal alternatives and choices for each meal. There are also times when we need to work with special dietary needs of a resident. We continue to offer special meal functions to residents to encourage social programming for those who may not be able to participate in community outings. We made 5581 more meals in 2007 compared with 2006, resulting in a total of 175,151 meals.

The year 2007 was another busy, full and productive year for Maplewood's Activity Department. The activity staff provided an average of 40 programs every week. These activities are planned based on resident interests and needs and adapted to their current abilities. Beyond the extensive offerings of a variety of activities, the staff also provided on average 75 individual visits and activities 2 to 3

times weekly for residents who do not routinely engage in the planned activity programs. These visits may range from pet visits, card games and reminiscing to a hand massage, reading aloud and letter writing.

To enhance the resident's environment, we also provide and help care for a variety of resident pets including 5 cats, several birds, many fish, a rabbit and one Guinea pig. We also help provide and engage residents in gardening projects, which include planting and tending flower and vegetable gardens that are enjoyed by all who visit the patio all summer.

One of the program areas that residents enjoy very much and are able to participate and benefit from at many levels is music. We offered 223 special music programs this year which included many community volunteers such as Keene's "Ringers on the Square" and "the Cheshiremen" as well as School and Brownie groups and the Westmoreland and Nelson Town Bands.

Another popular activity many residents enjoy very much are the Community trips of which we took 75. These included: many restaurant trips to resident's favorite locations, picnics, Baseball games, bowling, concerts, the Cheshire County Fair and many scenic rides.

An important area of community involvement is with our volunteer program. In 2007 we received approximately 135 volunteer hours monthly and benefited from the regular involvement of about 25 volunteers and about 30 more occasional volunteers.

A few special events this year included our Annual Craft Fair, Summer Carnival, and Apple Pie Festival. The Residents also enjoyed the Green Mountain Flyer scenic train ride and a special Veteran's Day recognition program. We also held recognition programs for both our Resident and our Community Volunteers. One of the highlights was our residents involvement in the 2007 Senior Olympics. It was a full and fun day for our Maplewood team.

A combined focus with our team during 2007 included our ongoing study of LNA position turnover. In 2007, we saw an average turnover of 31%. In comparison, there was a 48% turnover rate in 2006 and 66% in 2005. We have instituted a more formalized and extensive training and orientation program as well as mentoring, and we feel these all contribute to the rates declining. As per the region's experience, there remain many vacancies in nursing positions (LPN's and RN's). We are asking in the 2008 budget for an additional position in staff development which should help us focus on training our other nursing levels with the goal of increased retention of those positions as well.

In September of 2007, a strong majority of staff in various positions (including LNA's, Environmental Service Aides, Dietary Aides and many other service worker positions) throughout the departments voted to unionize. There were no contract negotiations started as of the end of the year. We expect we will see the completion of the first contract in 2008.

In 2007, the County Delegates appropriated money to study the condition of the nursing home as it passes its 30th year in continuous service to county residents. Some aspects of the building are wearing out and we anticipate rather significant repairs/renovations will be needed in the near future. We have begun initial inquiries into requests for proposals or qualifications and will continue this project into 2008.

On December 10th of 2007, Kathryn Kindopp took over as the Administrator for Maplewood. Jack Wozmak had been working in both roles as County Administrator as well as Nursing Home Administrator since 2004. Kathryn has been at Maplewood since being recruited from Canada in late 1994 as the Director of Physical Therapy. She began her training as Administrator in 2006, and moved into the position of Assistant Administrator later that same year.

The staff at Maplewood continues with their commitment to providing compassionate and high quality of care to these special members of our community that need skilled and long term care.

Respectfully Submitted,

Kathryn Kindopp, B.Sc.P.T., NHA



**Safety Office
Annual Report-2007
Safety Officer**

2007 has been a busy year for Safety. National Safety Month in June was honored by a Fire Safety coloring contest for children and grandchildren of employees. All children that participated received a prize and Maplewood Nursing Home was decorated with a wonderful display of artwork on Fire Safety.

The Safety Office is fortunate to maintain a relationship with Keene State College and the Safety Program. Besides sponsoring interns, the County has been able to participate in college projects, including an indoor air quality assessment. Safety interns have proven to be talented, motivated individuals who are an important addition to the Safety Office, while gaining valuable work experience at the same time.

Disaster and fire drills are all current. A "disgruntled employee" drill and a host/reception center drill were held in 2007, both very successful and tremendous learning experiences. The host/reception center drill welcomed the entire population of Westmoreland Elementary School during a mock emergency evacuation of the school. The "disgruntled employee" drill showed us another side of an otherwise easy-going employee. We also had the privilege of observing a disaster drill at Merrimack County Nursing Home in September, enabling us to even further our understanding of issues during a disaster.

Education continues in the Safety Department as well as our on-going memberships with NFPA and the Safety and Health Council of NNE. The Workers Compensation and the Temporary Alternative Duty program, managed by the Safety Officer, are current on the compensation process and are in compliance.

Again, my deep gratitude to the Maplewood Safety Complex and Cheshire County Joint Loss Management Committees for their dedication and loyalty. Both committees are vital in their support of Safety.

Respectfully Submitted,
Pamela Fortner
Cheshire County Safety Officer



Cheshire UNH Cooperative Extension is part of the educational network connecting University knowledge and research to local residents. We provide individuals, families, businesses and communities with direct access to research based knowledge from the University of NH and from land grant universities across the country. Cheshire UNH Cooperative Extension's two major program areas—natural resource and family-community-youth-focus on topics that include community education, child care and development, wildlife management, 4-H youth programs, nutrition and food safety, farm and forestry practices, environmental quality and more.

The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire UNH Cooperative Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, participate in programs presented or coordinated by Extension Educators, or access information via the county office web site at <http://extension.unh.edu/Counties/Cheshire/Cheshire.htm> or the more extensive state site at <http://www.extension.unh.edu>. We offer up-to-date information to help residents make informed choices, answer questions, and help solve problems. We work diligently to identify those issues critical to Cheshire County residents and to formulate non-formal education programs addressing those issues. Cheshire UNH Cooperative Extension helps individuals improve their health by changing their diets, helps families better manage their time and money, helps communities solve environmental or economic problems, help the food and agricultural industry keep up-to-date with developing technologies, and helps youth become tomorrow's leaders.

For more information on our programs call us, visit our web site or stop by our office. Our office hours are Monday through Friday from 8:00am to 4:30 pm.

Members of the Cheshire County UNH Cooperative Extension Advisory Council

Jeanette Bergeron, Keene	Tammy Miller, Westmoreland
Maria Callahan, Keene, Chair	Ryan Owens, Stoddard
Wes Cobb, Keene, Treasurer	Glen Yardley, Keene,
Marilyn Hurley, Keene	Martha Zimmerman, Keene
Jennifer Kozaczek, Sullivan	Susan Zimmerman, Keene
Rep. Peter Allen, County Delegation	Stillman Rogers, County Commission

Cheshire County UNH Cooperative Extension

Lauren Bressett, 4-H Youth Development Educator
Nancy Bradford-Sisson, County Office Administrator; Family and Consumer Resources
Carl Majewski, Agricultural Resource Educator
Christine Parshall, Nutrition Connections Program Associate
Steve Roberge, Forest Resource Educator
Andrea Sawyer, 4-H Youth Development Program Associate
Diane Dugray & Diana Fiorey, Administrative Assistants

FAMILY AND CONSUMER RESOURCES

Nancy Bradford-Sisson, Extension Educator

Raising Kids, Eating Right, Spending Smart - Living Well

<http://learningandlivingwell.org/>

A National Extension Association of Family & Consumer Sciences Public Service Campaign

Family and Consumer Resources education efforts help build strong, healthy families and individuals by strengthening their assets and developing capacity to address issues faced across the lifespan. Communities become stronger and grow when families and individuals have the social, emotional, physical, intellectual and economic resources to succeed and thrive.

RAISING KIDS: Strong families raise children to become responsible, productive and caring adults. Many parents lack the knowledge and skills to promote the healthy development of their children. **Cheshire County's FY07 parenting/child care educational efforts include:** community collaborations; providing articles/data/material for local Parent Express newsletter and column for statewide Parenting NH newsletter; group workshop for single parent support group; individual contacts; resource information and exhibits; age-based newsletter series, Cradle Crier and Toddler Tales (received by 597 Cheshire County households); distribution of publications/fact sheets.

Parents learn: how their actions help their children become happy, healthy, fully functioning adults; communication and effective listening skills; how children grow and develop at different rates; appropriate positive discipline techniques. With this increased knowledge, parents are more effective in providing appropriate nurturance and guidance to their children resulting in positive development and achievement.

EATING RIGHT: Nutrition and physical activity play vital roles in overall health. Research links diets with many preventable causes of death- heart disease, diabetes, obesity and several types of cancer. Lifestyles with risk behaviors that include poor diet, high stress, smoking, drinking and physical inactivity increase the chances of hypertension, high cholesterol, obesity and diabetes. Obesity continues to increase and is of concern in both youth and adult populations. More meals are eaten away from home and people have less knowledge of and less connection to foods and agriculture. Adults tend to under consume foods from the fruit, vegetable, and dairy groups while diets exceed recommendations for fat, sugar and sodium. **Cheshire County's FY07 nutrition/wellness/physical activity educational efforts include:** group programs such as Simple Tips for Healthy Eating; exhibit/facilitator at "Go Red For Women" Health Fair at the Colony Mill; Senior Food Stamp Nutrition Education correspondence course; working with Monadnock District and Marlborough Elementary School Wellness Policy committees; resource information/exhibits; county newsletter articles; individual contacts; distribution of publications/fact sheets.

Participants in Extension nutrition/wellness/physical activity programs gain awareness, knowledge and skills and change behaviors related to: healthy eating; healthy food choices; benefits of physical activity; healthy weight management practices; improved skill in selection and preparation of healthy foods; recommended diet related practices for disease prevention and management; participation in regular physical activity.

- *Hand-written note from "NutriNews" graduate: "Dear Nancy - My daughter and I want to thank you very much for administering the course (NutriNews Home Study) and for the surprise gifts. We both learned*

a lot, and will, as a result, adjust our cooking habits to reflect what we have learned. Our grocery shopping list will also reflect changes toward the "healthier". Bless the UNH and you for this program. Sincerely"

Food Safety: Each year foodborne diseases cause a significant number of illnesses, hospitalizations, and even deaths, resulting in severe economic losses due to medical treatment and lost productivity. Public health officials believe the risk of foodborne illness is on the rise. In NH where tourism and eating out is a large proportion of the state's revenues, a foodborne illness outbreak could severely impact the entire industry. **Cheshire County's FY07 food safety educational efforts include:** group programs such as ServSafe®, SAFE, Home Food Safety/Storage/Handling and Food Safety for Seniors, Food Preservation training for Master Gardener/Family Home and Garden Center volunteers and for Maplewood employees; judged Food Preservation exhibits at Cheshire Fair; provided resources for Keene State safety class; county newsletter articles; media efforts such as radio and newspaper; resource information/exhibit for Keene Farmer's Market; pressure canner dial gauge testing; individual contacts; distribution of publications/fact sheets.

Food handlers in Extension food safety programs acquire knowledge/skills and incorporate skills and change behaviors related to: practicing personal hygiene; cooking foods adequately; avoiding cross contamination; keeping foods at safe temperatures.

SPENDING SMART: Individuals and households are saving less and spending more, putting their financial security at risk now and in the future. **Cheshire County's FY07 Family Resource Management educational efforts include:** group program 5-week series ("Making Money Work For You") and group programs such as Take the Road to Financial Security in Later Life, Getting and Using a Checking Account, Don't Get Crushed by Debt, Making Ends Meet, Legal Issues – Are You Prepared?; county newsletter articles; individual contacts; distribution of publications/fact sheets.

Individuals gain awareness, knowledge and skills to: manage resources and pay bills on time; recognize consequences of financial decisions; increase personal savings and investments; reduce excessive debt; determine retirement or future income needs and how to meet them; prepare to manage the risk of changes in health and independence. Individuals are motivated to gain skills in money management. Individuals increase their confidence to manage personal finances. Individuals and families utilize recommended financial management practices by: setting spending/savings goals to meet day-to-day financial obligations; developing and following a plan for achieving personal financial goals; reducing their debt level and managing their use of credit; increasing rates of savings; establishing retirement and investment plans to achieve long term financial goals and income needs. At least 60 Cheshire County citizens took steps or planned to take steps to reduce debt or increase savings as a result of the educational efforts.

Nutrition Connections Program

Christine Parshall, Program Associate

Nutrition Connections consists of two federal nutrition initiatives, **EFNEP** (Expanded Food and Nutrition Education Program) and **FSNEP** (Food Stamp Nutrition Education Program), whose key mission is to provide life skills education to low-income audiences in nutrition, food budgeting/shopping, cooking, and food safety. Participation takes place in a variety of settings including private homes, group lessons, study-by-mail programs, and in eligible schools and after school programs.

Major Impacts for 2007

Nutrition Connections reached 57 adults who attended one or more sessions dedicated to teaching nutrition, meal planning, cooking skills, shopping skills, or food safety.

- Agencies which hosted adult groups or referred individual participants included Monadnock Family Services, Head Start, Keene Housing Authority, RISE, Home Health Care, Hospice and Community Services, Granite State Monarchs, the Peterborough Family Center, and the Shelter and Transitional Housing Programs of Southwest Community Services. Individuals may also self refer. Collaborating organizations help make **Nutrition Connections** successful in a variety of ways to assist with programming, publicity for programs, or transportation for participants.

Participants reported that they gained new knowledge regarding nutrition and food labels, learned to use new kitchen skills and to cook new foods, practiced replacing less healthy processed foods with healthier options, and found new ways to involve their children in meal preparation.

- **Nutrition Connections** reaches youth at income eligible schools, after school programs, and summer programs. In addition, Food Stamp youth are invited to enroll in a learn by mail series entitled "Food Is Fun." 463 youth, ages three through 14, participated in one or more of these settings. Programs were presented at the Keene Housing Authority, Alstead Primary School, Head Start centers in Jaffrey, Drewsville and Ashuelot, the Emerson Community Preschool in Fitzwilliam, Hinsdale Elementary School, ELM Summer Day Camp in Winchester, Keene Community Kitchen, Keene Recreation Center and Many Options after school program.

Most youth participants willingly tried new foods, including foods from other cultures, and all practiced safe food handling techniques, such as proper hand washing. Classroom teachers reported that children were more aware of the sugar in their foods and about the variety of foods in different food groups. Classroom discussions about healthy foods, especially snack foods, increased.

- All Food Stamp households in NH received three newsletters entitled *Smart Choices*, or for senior citizens, *NutriNews*. The newsletters contain information about shopping, meal planning, and nutrition, as well as healthy, low-cost recipes. The number of Food Stamp Households served by the Keene District Office is 2,052 (representing 4,336 Food Stamp recipients).

4-H YOUTH DEVELOPMENT

Lauren Bressett, Extension Educator & Andrea Sawyer

The mission of 4-H Youth Development is to help youth acquire knowledge, develop life skills and form attitudes to enable them to become self directing, productive and contributing members of society. To facilitate this, 4-H staff are involved in community efforts in youth development as well as administering the 4-H club program in the county.

Community Development – *helping communities develop and sustain comprehensive programs, using sound practices that meet local youth needs and improve quality of life.*

Afterschool programs are becoming important in many communities. The Cheshire County Afterschool Network, organized by 4-H in 2003, continues to provide an opportunity for collaboration and strengthening of programs throughout the region. Training at the meetings included: age appropriate programming, positive youth environments, recreation activities,

communication skills, grant writing, and reaching special needs audiences. Ongoing technical consultation is provided including staff training, evaluation, and program environment. In addition, six sites were assisted in obtaining JC Penney Afterschool Grants totaling \$86,871 and providing afterschool scholarships for 155 youth in Marlborough, Harrisville, Hinsdale, Keene, Gilsum, Sullivan, Troy and Winchester. One site director said, "All of your help is greatly appreciated and so valuable. Not enough people know how much you do for us and the area in general."

Over 37 hours of training reaching 203 people was provided in topics including: understanding and working with adolescents, youth program management, needs of youth, positive youth development, youth risk behaviors and best practices in youth programs. Some community actions planned as a result of the sessions included changes to curriculum, parenting sessions, work teams established, and community views surveyed.

Collaborations with educators have resulted in resources being provided to schools as well as parents. To help with transition to larger schools, 1270 parents of fifth or eighth graders received parenting fact sheets and a community resource list to help with teen issues. An additional 500 were distributed through Monadnock Family Services and Familystrength. Notebooks of resources to help guidance counselors work with parents were distributed to SAU 38 staff.

To support Keene High's students while they participated in the Youth Risk Behavior survey, 900 youth resource pocket guides were developed and provided for the day of surveying along with making parent resource lists available in every guidance office. The school is being helped in interpreting and releasing the results.

The SAU 29 Superintendent was assisted with an application for America's Promise: 100 Best Communities for Young People. As a result the Alliance for Youth named Keene as one of the cities receiving this honor which will result in recognition of the community as a good place to live as well as potential grant and other opportunities.

20 youth were selected for the Hooper Institute summer job program. The youth were selected via an application and interview process instituted by 4-H key leaders on the board of directors. These directors were empowered to replicate the successful process 4-H uses in Teen Conference selection. The youth involved were evaluated on their skill development through a model 4-H staff developed.

Positive Youth Development through 4-H - *helping insure high quality positive youth experiences for 4-H Clubs, school, after school and other community based youth programs.*

In the Cheshire 4-H program 54 adults served as 4-H leaders reporting an average of 93 hours of direct involvement with youth. Another 230 people volunteered in roles such as activity assistants, judges, and chaperones averaging 10 hours each. There were 219 youth enrolled in 20 4-H clubs and 1026 youth participated in school or Afterschool enrichment or special interest programs.

79% of youth were involved in community service projects entailing 1608 hours and averaging 10 hours each. Community service projects included Christmas support for various charities, food collecting, helping at community events including Pumpkin Fest, Pickle Festival and Strolling of the Heifers, community flower planting, animal visits to elderly or youth with disabilities, community food kitchen assistance, animal rescue and humane society assistance, rebuilding a community facility, making wreaths for shut ins, participating in the Relay for Life, cleaning a church, helping Miracles in Motion, adopting a family for the holidays, coat drive for Troy Helping Hands, helping at County Outdoors day, a walkathon, and the, Farm and Forest Exposition. Over 97% of members

feel it is important to serve others and 95% enjoy doing service activities. Parents say that 4-H teaches youth to value service.

Some of the strengths of the 4-H club program are seen in the achievements of the youth involved. Cheshire had 16 youth attend NH Teen Conference, 19 youth selected for state and 6 youth selected for regional events in communications, 32 were selected for regional project opportunities, 20 youth competed on the state level in knowledge bowls with 3 going to regionals and 1 going on to nationals, 30 were selected for state judging competition with 3 going to nationals, 2 teens selected to attend national Dairy Conference, 2 selected for National 4-H Congress and 1 representing NH at the National 4-H Conference. Two youth received regional college scholarships on the basis of their 4-H leadership and achievement.

Leadership development is a focus of the 4-H program. 30% of members serve as officers and 70% of youth served in leadership roles at club level or helping at county events, leading activities for younger members and assisting with presentation of awards. In addition, 5 youth served on the County 4-H Council, another 3 were on state curriculum committees, 1 youth served on Eastern States Exposition committees.

County support for the 4-H club program is used for professional staff that oversee the program, train volunteers, and insure that the curriculum is based upon solid youth development research. Funds for educational materials, recognition, and opportunities for the volunteers and youth come from the non-profit Cheshire 4-H Council. The 4-H Kitchen at the fairgrounds serves not only as a fundraiser for the 4-H Council, but also as hands-on experience for youth in applying workforce skills. \$5700 was raised by the 146 members and 63 adults volunteering to work in the kitchen. \$1846 was raised through advertisements in the 4-H Horse Program Yearbook and another \$2854 was raised through a Pumpkin Fest booth. This money is used to purchase educational materials, support county events, send teens and volunteers to conferences and events, and for recognition.

A parent of a home schooled teens new to 4-H said: "This program provides exactly what my girls need and what I want them exposed to. The values promoted are not seen that often nowadays. The office and staff are professional, caring, and set standards that are well worth them striving toward. Thank you."

A 14 year old 4-Her wrote in his resume: "4-H is constantly trying to teach you something new. You just have to look for what it is trying to teach you and grasp and hold on to it. It has taught me how to take charge of any given situation. To plan events and activities, to keep my crew together, to be a good leader that people will listen to, ultimately how to have a common goal and work together to make it happen."

AGRICULTURE RESOURCE

Carl Majewski, Extension Educator
Summary of Impacts for FY 2007

Program Objectives

Programs in Agricultural Resources emphasizes teaching skills and knowledge to agricultural producers that will allow them to produce crops efficiently and profitably, but also in a way that does not degrade the quality of natural resources. Specifically, much of the programming focuses on taking an integrated approach to pest management, managing farm nutrients, and making decisions that utilize natural resources most effectively.

Programs also provide homeowners information that allows them to care for their gardens and the home environment in an effective and environmentally-friendly way. This would include teaching gardening techniques, backyard livestock management, and responsible use of pesticides.

Program Components and Activities:

- ◆ Annual Corn and Forage Meeting
- ◆ Pasture Walks in Keene and Walpole
- ◆ Field trials
 - Evaluation of pasture seeding mixes
 - Corn rootworm survey
 - Methods to determine nitrogen requirements in corn
- ◆ Workshops
 - Vegetable Growers' School (4-part series)
 - First Aid for Livestock Owners
 - Pruning Blueberries for Home Gardeners
 - Growing Fruit in Home Gardens (2-part series)
- ◆ Farm visits
- ◆ Phone calls from homeowners and producers, distributing fact sheets

Impacts:

- ◆ Two new farms used testing to determine if their field corn required mid-season nitrogen applications. One farm that planned to sidedress all his acreage found that he did not have to apply N to approximately 25 acres, saving him approximately \$800. At present, seven farms in Cheshire County have used or continue to use mid-season nitrogen testing for their corn.
- ◆ Two farms have diversified the mix of forage crops on their farms by including sudangrass-sorghum hybrids to field corn and grass/legume haycrops.
- ◆ Two additional Cheshire County farms are experimenting with improved forage crop varieties to improve pasture forage yield and/or quality
- ◆ Based on follow-up communications with participants at the end of the growing season, four pasture walk participants, representing two equine operations, were able to make better use of hayfields or pastures. Both were new operations, but were able to produce enough hay and pasture forage to meet the needs of their animals.
- ◆ As a result of farm visits, one equine operation has successfully reduced weed populations in their pastures by repeated clipping over the growing season.
- ◆ Of the 19 people who completed an evaluation after the First Aid for Livestock workshop:
 - an average of 18 increased their understanding about biosecurity
 - an average of 17 increased their knowledge of animal anatomy and assessing animal health
 - an average of 17 increased their skills in performing basic animal husbandry procedures
- ◆ According to surveys given at the end of each day of the Vegetable Growers School, participants were able to increase their understanding of how to manage weed, insect, and disease pests on their operations by an average of 37%, their understanding of how to prepare and manage the soil for vegetable crops by 34%, and their understanding of how to use such techniques as drip irrigation, season extension, and soil testing to improve crop production by an average of 38%.

- ◆ As a result of information gained at the Vegetable Growers' School, one vegetable producer has conducted enterprise analysis on her farm. This has enabled her to identify enterprises that are not profitable and concentrate on those enterprises which are profitable.
- ◆ Another participant in Vegetable Grower School is better able to identify insects and diseases affecting his crops. He also planned a better crop rotation, spaced tomatoes to lower disease pressure, and used blight-resistant pepper varieties, and reports approximately 40% more higher-quality produce to offer to customers
- ◆ As a result of farm visits and phone consultations, a new blueberry grower has learned how to identify pests and how to manage them, including the use of cultural methods to control mummyberry
- ◆ After receiving information from university trials, a sweet corn grower has switched from older insecticides to the reduced-risk product SpinTor. He reports that he has seen more beneficial insect activity in the fields while at the same time continuing to enjoy good control of harmful insects.
- ◆ Three vegetable growers have increased the yields of tomatoes grown in high tunnels by approximately 50% by using grafted plants.
- ◆ As a result of farm visits, a greenhouse operation that had seen plants declining started to monitor soil fertility and to improve his fertilizer program. These changes allowed them to save their plants, which would otherwise have been unmarketable.
- ◆ 550 homeowners increased their knowledge about plant care, soil testing, pest control or managing backyard livestock.
- ◆ Approximately 700 non-farming residents in Cheshire County have received information for home gardening, care of livestock, home pest control, and the safe and responsible use of fertilizers and pesticides
- ◆ Approximately 300 residents from New Hampshire and Vermont who attended the Cheshire County Open Barn Day gained a greater appreciation for the dairy industry in New Hampshire and have a greater understanding of how an area dairy farm operates.
- ◆ Master Gardeners grew approximately 1 ton of winter squash, which was donated to the Community kitchen in Keene.

FOREST RESOURCE

Steve Roberge, Extension Educator

Fiscal Year 2007 [October 2, 2006 to September 30, 2007]

The forest resource of Cheshire County is considerable with 89% of the land base (405,100 acres) forested with 96% of the 405,100 acres owned privately by an estimated 5600 landowners. The annual 20 million board feet of sawmill capacity and the 50 or so logging operators in the County significantly contribute to the area's economy and certainly to the state's \$1.7 billion forest industry – second largest industry in New Hampshire behind tourism. The forests of Cheshire County and the rest of New Hampshire also provide the backdrop for a healthy tourism and recreation industry which statewide provides one-third of the total revenue to state government and generates an estimated five billion dollars.

It is crucial for the economic, environmental and social health of Cheshire County and New Hampshire that 89,000 private forest landowners take care of New Hampshire's forest resource. This care of the forest – or as we call it "Forest Stewardship" – involves landowners, communities and natural resource professionals making informed decisions and performing responsible and

sustainable management of the forest resource in order to both protect our forest health and economic viability. Recently, the Forestry & Wildlife Program has focused a portion of its time and efforts on protecting the lands in which we work on. Outreach to and partnerships with land protection organizations have proved to be a valuable connection in relation to maintaining a healthy forested landscape and a healthy forest-based economy. To remove the backdrop of the tourism, recreation and forest production industries would remove the economies and quality of life New Hampshire citizens enjoy and rely on.

The mission of the UNH Cooperative Extension Forestry & Wildlife Program is to provide educational information and assistance to the public, landowners, businesses, and natural resource professionals so they can make informed and responsible decisions about maintaining and/or enhancing a healthy forest resource while sustaining economic viability.

Information and assistance is provided to privately owned forest landowners, primary processors, the general public, non-government organizations, foresters & ecologists and the communities of New Hampshire. Supporting the UNH Cooperative Extension Cheshire County Forester is a network of Extension Resource Specialist at the University of New Hampshire, specialists at the USDA Forest Service, New Hampshire Fish & Game Department, New Hampshire Department of Environmental Services, and the New Hampshire Department of Resources and Economic Development – including the New Hampshire Division of Forest & Lands.

While the Cheshire County Forest Resources Extension Educator serves on a number of committees providing assistance, programs and workshops with a state and regional impact, the real strength of the Forestry & Wildlife program at the county level is the one-on-one contact and assistance with the public, landowners and professionals. While some contacts are made by phone, mail or email, many require a personal consultation and field visits. Other audiences can be reached through public forums, meetings, field demonstrations or workshops and via newsletters, bulletins, articles and radio spots.

The primary focus of the Forestry & Wildlife program at the county level is to provide the one-on-one contact with the public via woodlot visits, workshops or other types of visits. Below you will find a summary of these contacts by the Cheshire County Forest Resource Extension Educator for the fiscal year 2007 – October 2, 2006 to September 30, 2007.

Woodlot Visits

-60 properties, 5794 acres visited by the Cheshire County Forester. 91 individuals participated in these visits.

-21 Landowners, 2282 acres were referred to a NH Licensed Forester. To date, 7 of the 21 have been in contact with a forester.

-19 Landowners, 2370.8 acres, applied for the Forestland Enhancement Program to help develop a Forest Stewardship Plan.

-4 Landowners have been awarded an Environmental Quality Incentive Program contract to cost-share forest stewardship plans, habitat management, invasive species control, road maintenance & improvement and timber stand improvement.

-1 Landowner has been awarded a Wildlife Habitat Incentive Program contract to fund habitat creation for grassland songbirds and habitat improvement for beavers and bobcats.

Other Contacts (email, mail or phone)

297 individuals, organizations, communities or businesses were assisted in the area of forest/tree insects and diseases, environmental issues, current use and forest law inquiries and other forest resource issues.

Forest Business Contacts

- Tommila Brothers visited on November 9, 2006
- Damon Lumber visited on November 9, 2006
- New England Wood Pellet visited on November 9, 2006
- Bronnenberg Logging & Trucking visited on November 16, 2006
- Henniker Hardwood & Pallet visited on January 30, 2007
- Cersosimo Lumber visited on January 30, 2007
- Scott Northcott visited on February 6, 2007
- New England Wood Pellet visited on August 25, 2007

Natural Resource Professionals

- (forester) – Timber bid, mapping, invasives
- (f) – Timber sales, EQUIP project
- (f) – Timber sales, tree farm inspections
- (f) – Sugar Maple silviculture, timber sale, sugaring operations
- (f) – Online soil mapping
- (f) – Arcview review, FLEP project
- (f) – Cost share
- (f) – Cost share, forest management & easements, invasives, wildlife habitat management
- (f) – Cost share, NH Forest Stewardship requirements
- (f) – Cost share
- (f) – Salvage operations
- (ecologist) – Mapping, Aerial Photos
- (logger) – Meeting
- (f) – Pisgah Meeting
- (f) – Silviculture at Andorra Forest
- (land trust) – Forest Stewardship, Management Plan Review, Post-Timber Harvest Review
- (f) – Management at the Yale-Toumey Forest

Workshops & Events

- Backyard Maple Sugaring - January 23, 2007 18 adults
- Natural Resources Career Options, Walpole – March 13, 2007 50th graders
- Current Use Workshop – March 19, 2007 4 landowners
- Taking Action for Wildlife & Landowner Incentive Program Workshop – March 31, 2007 32 adults
- Earth Week Celebration – April 20, 2007 200+ students, grades K through 6.
- Arbor Day / Tree City USA Celebration, Alstead – April 26, 2007 Grades 4 through 6.
- Arbor Day / Tree City USA Celebration, Keene – May 3, 2007
- GPS Workshop – May 6, 2007 25 adults
- Estimating Volumes of Downed Trees Field Session – May 30, 2007. 5 foresters
- Getting to Know Your Woodlot Workshop – June 9, 2007 13 adults
- Tree & Shrub ID – June 16, 2007 17 adults
- Choosing the Trees to Cut – June 23, 2007 12 adults
- Coverts Cooperators Training – September 6 & 7, 2007 25 adults
- Critical Habitats from the Wildlife Action Plan – September 14, 2007 14 adults
- Alstead Town Forest Walk – September 15, 2007 12 adults, 2 youth

- Forest Measurements – September 21, 2007 11 adults
- Migratory Birds and Their Habitats – September 28, 2007 28 adults
- Highbush Blueberry Management at Andorra Forest – September 30, 2007 10 adults

Regional Committees & Boards

- Pisgah State Park Technical Committee
- New Hampshire Farm & Forest Exposition Board of Directors
- Southwest Regional Planning Commission Natural Resources Advisory Committee
- New Hampshire Tree Farm Program County Chair
- Monadnock Conservancy

Cheshire County Farm 2007 Annual Report

The start of 2007 found the farm with a vacant position. In April, this position was filled just before the start of the busy season. The farm remains fully staffed at the end of 2007.

Spring came early this year with warm and dry conditions. Plowing and planting of 72 acres went very smoothly and quick with no major breakdowns. Haying was a bit challenging because before the first crop was in the weather conditions changed to rain, which ultimately delayed haying for several weeks. In total, three cuttings were taken for a total of 370 round bales.

The herd maintained an average of 24,000 pounds of milk. In June the price for milk climbed to a record high, topping at around \$26.00 per hundred. Grain prices also climbed sharply to an average of \$270.00 per ton. To keep grain cost down, the total feed ration contained more homegrown forage and less grain.

Sawdust became a problem in the early part of the year when a local sawdust mill closed. Newspaper from the Keene Sentinel was shredded and used as bedding.

The fall brought high fuel costs for both gasoline and diesel. Corn production thrived on the hot muggy weather during the summer. The bunker silos were filled to the top with a corn average of 20 tons per acre. Total production was approximately 1465 tons of corn.

Some of happenings scheduled at the farm during the year were a horse drawn plow match in May. Due to heavy rains the night before only a few teamsters showed and the event was cancelled.

In June, the farm hosted the annual Open Barn Day for the Granite State Dairy Promotion. Attendance was very good and this year we had a sheep dog demonstration along with the horse drawn wagon rides and petting zoo. A few local artists spent time at the farm painting various scenes. The Ideal garden provided a plot for young school children who planted various seeds, and in the fall came back to see their harvest.

2007 was yet another busy year on the farm. I would like to extend my thanks to my staff Matt Chickering and Carl York for all their hard and dedicated work throughout the year. I would also like to thank the farm study committee for their continued interest and dedication to the farm.

Sincerely

David R. Putnam
Cheshire County Farm Manager

**COUNTY OF CHESHIRE,
NEW HAMPSHIRE**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
DECEMBER 31, 2007**

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MASON + RICH

PROFESSIONAL ASSOCIATION

Certified Public Accountants

REPORT OF INDEPENDENT AUDITORS

Board of County Commissioners

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire, as of and for the year ended December 31, 2007, which collectively comprise the County's basic financial statements as listed in the index. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire as of December 31, 2007 and the respective changes in financial position and cash flows, where applicable, thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 11 and 43 through 46 are not a required part of the basic financial statements but are supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Respectfully submitted,

Mason + Rich, P.A.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

April 28, 2008

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**COUNTY MANAGEMENT'S
DISCUSSION AND ANALYSIS**

CHESHIRE COUNTY, NEW HAMPSHIRE MANAGEMENT'S DISCUSSION & ANALYSIS

The discussion and analysis of Cheshire County's financial performance provides an overview of the County's financial activities for the year ended December 31, 2007. The intent of this discussion and analysis is to look at the County's financial performance as a whole.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2007 are as follows:

- The County's total net assets decreased by \$1,752,391 which represents a 19.01% decrease from 2006.
- At the end of the current year, the County's governmental funds reported a combined ending fund balance of \$37,869,556, an increase of \$34,361,556 from the prior year. Of this amount, \$37,645,320 is available for spending (unreserved fund balance).
- At the end of the current year, unreserved fund balance for the General Fund was \$1,653,450, which represents a 18.13% decrease from the prior year and represents 10.81% of total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. These statements are organized so the reader can understand the County as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The County's basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business.

STATEMENT OF NET ASSETS AND STATEMENT OF ACTIVITIES

The statement of net assets presents information on all of the County's assets and liabilities, with the difference between the two reported as net assets. The statement of activities presents information showing how the County's net assets changed during the current year. These statements are prepared using the accrual basis of accounting similar to the accounting method used by private sector companies. This basis of accounting takes into consideration all of the current year's revenues and expenses, regardless of when the cash is received or paid.

CHESHIRE COUNTY, NEW HAMPSHIRE MANAGEMENT'S DISCUSSION & ANALYSIS

The change in net assets is important because it tells the reader whether, for the County as a whole, the financial position of the County has improved or diminished. However, in evaluating the overall position of the County, non-financial information such as changes in the County's tax base and the condition of the County's capital assets will also need to be evaluated.

In the statement of net assets and the statement of activities, the County is divided into two kinds of activities:

- **Governmental Activities**—Most of the County's programs and services are reported here, including General Government, Public Safety, Human Services, and the Cheshire County Farm. These services are funded primarily by taxes and intergovernmental revenues, including federal and state grants and other shared revenues.
- **Business-Type Activities**—These services are provided on a charge for goods or services basis to recover all or most of the cost of the services provided. The County's Nursing Home is reported here.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objects. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The funds of Cheshire County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Fund financial statements provide detailed information about the County's major funds. Based on the restriction on the use of moneys, the County has established many funds that account for the multitude of services provided to our residents. In 2007, the County has determined the General Fund and the House of Corrections Construction fund to be major governmental funds.

GOVERNMENTAL FUNDS—Governmental funds are used to account for essentially the same functions reported as governmental activities on the government wide financial statements. Most of the County's basic services are reported in these funds that focus on how money flows into and out of the funds and the year-end balances available for spending. These funds are reported on the modified accrual basis of accounting that measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the County's general government operations and the basic services being provided, along with the financial resources available.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government wide financial statements. By doing so, readers may better understand the long-term effect of the government's short term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

The County maintains a multitude of individual governmental funds. Information is presented separately on the governmental fund balance sheet and on the governmental fund statement of revenues, expenditures, and changes in fund balances for the major funds, identified earlier as the General Fund and the House of Corrections Construction Fund. Data from the other governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge and the Capital Reserve Funds, are combined into a single, aggregated presentation.

PROPRIETARY FUNDS—The County has one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities on the government-wide financial statements. The County uses enterprise funds to account for the Nursing Home and Internal Service Health and Dental Insurance Fund.

FIDUCIARY FUNDS—Fiduciary funds are used to account for resources held for the benefit of parties outside the County. Fiduciary funds are not reflected on the government-wide financial statements because the resources from those funds are not available to support the County's programs. The accounting method used for fiduciary funds is much like that used for the proprietary funds.

NOTES TO THE FINANCIAL STATEMENTS—The notes provide additional information that is essential to gaining a full understanding of the data provided on the government-wide and fund financial statements.

OTHER INFORMATION—In addition to the basic financial statements and accompanying notes, this report presents the General Funds actual revenues and expenditures as compared to the legally adopted budget.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

County, assets exceeded liabilities by \$7,465,128 (\$5,527,657 in governmental activities and \$1,937,471 in business-type activities) as of December 31, 2007. This is a decrease in net assets of \$1,752,391 from 2006.

**Cheshire County, New Hampshire Net Assets
as of December 31, 2007 and December 31, 2006**

	Governmental Activities		Business-Type Activities		Total	
	2007	2006	2007	2006	2007	2006
Current and Other assets	\$ 40,016,314	\$ 5,890,400	\$ (45,448)	\$ (545,412)	\$ 39,970,866	\$ 5,344,988
Direct Financing Lease A/R	2,441,498	2,656,194	-	-	2,441,498	2,656,194
Capital Assets, Net	<u>7,153,719</u>	<u>5,694,222</u>	<u>4,575,252</u>	<u>4,792,811</u>	<u>11,728,971</u>	<u>10,487,033</u>
Total Assets	<u>49,611,531</u>	<u>14,240,816</u>	<u>4,529,804</u>	<u>4,247,399</u>	<u>54,141,335</u>	<u>18,488,215</u>
Other liabilities	5,751,689	3,423,455	1,439,668	983,557	7,191,357	4,407,012
Long-Term Liabilities	<u>38,332,185</u>	<u>3,543,542</u>	<u>1,152,665</u>	<u>1,320,142</u>	<u>39,484,850</u>	<u>4,863,684</u>
Total Liabilities	<u>44,083,874</u>	<u>6,966,997</u>	<u>2,592,333</u>	<u>2,303,699</u>	<u>9,270,697</u>	<u>9,270,696</u>

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

**Cheshire County, New Hampshire Net Assets
as of December 31, 2007 and December 31, 2006**

	Governmental Activities		Business-Type Activities		Total	
	2007	2006	2007	2006	2007	2006
Net Assets:						
Invested in capital assets, net of						
Related debt	\$ 2,179,255	\$ 3,865,686	\$ 3,449,644	\$ 3,489,443	\$ 5,628,899	\$ 7,355,129
Restricted	728,199	1,191,601	-	-	728,199	1,191,601
Unrestricted	<u>2,620,203</u>	<u>2,216,532</u>	<u>(1,512,173)</u>	<u>(1,545,743)</u>	<u>1,108,030</u>	<u>670,789</u>
Total Net Assets	<u>\$ 5,527,657</u>	<u>\$ 7,273,819</u>	<u>\$ 1,937,471</u>	<u>\$ 1,943,700</u>	<u>\$ 7,465,128</u>	<u>\$ 9,217,519</u>

Total net assets are presented in three categories: capital assets, restricted and unrestricted.

The largest portion of the County's net assets are related to capital assets (e.g., land and improvements, buildings and building improvements, machinery and equipment, vehicles, and infrastructure). The figure presented (\$5,628,899) is net of any related debt incurred to acquire those assets and represents 75.4% of total net assets. The County uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of the County's net assets (\$728,199 or 9.75%) represents resources that are subject to restrictions on how they can be used. For Cheshire County, those restrictions include those related to limitations imposed by statutes governed by the State of New Hampshire, capital reserves and expendable trust funds.

The remaining portion (\$1,108,030 or 14.84%) represents the part of net assets of Cheshire County that may be used to meet the County's ongoing obligations to citizens and creditors without constraints established by debt covenants, enabling legislation, or other legal requirements (unrestricted). As you will note, the unrestricted assets of the County business-type activities have a negative balance. Specifically, the business type activity for Cheshire County is the County owned Maplewood Nursing Home. Although the objective of the County is that the Nursing Home is self sustaining, Maplewood as well as other County run nursing homes throughout the State of New Hampshire face deficits due to Medicaid reimbursement rates being lower than the actual cost to run the homes. Although resident census levels were up in 2007 in comparison to 2006, they still came in a bit lower than projected. The 2007 negative balance has decreased by \$33,570 over 2006.

As will be noted in the debt section of this discussion, Current Assets and Long-Term Liabilities increased significantly due to the sale of the \$37,000,000 Jail Construction Bonds in 2007.

In 2006, it was noted that approximately \$582,000 of the County liabilities, due to other governments, were for billings from the State of New Hampshire going back to 2002 for medical bills of residents on Medicaid receiving Skilled Nursing Care in non nursing home facilities. The Counties had been deducting these charges as it was not believed that this type of service was our liability. In 2006, the New Hampshire Association of Counties filed suit against the State of New Hampshire Department of Health and Human Services in order to receive a declaratory judgement on these bills. On October

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

2006 a decision was made in Merrimack County Superior Court in favor of the Counties. The State of New Hampshire had filed an appeal to the Supreme Court on this ruling. In 2007, the appeal overruled the Merrimack County Superior Court Decision requiring the Counties to pay the State of New Hampshire for these deducted medical bills. In November 2007 Cheshire County made payment to the State in the amount of \$509,957 for these prior year bills.

The next statement provided shows the changes in net assets for 2006 and 2007.

	Cheshire County, Changes in Net Assets					
	Governmental Activities		Business Type Activities		Total	
	2007	2006	2007	2006	2007	2006
Revenues:						
Program Revenues						
Charges for Services	\$ 2,233,629	\$ 2,277,397	\$ 9,547,375	\$ 8,617,573	\$ 11,781,004	\$ 10,894,970
Operating Grants and Contributions	655,867	648,772	1,823,930	1,949,722	2,479,797	2,598,494
Capital Grants and Contributions	-	-	-	-	-	-
Total Program Revenues	<u>2,889,496</u>	<u>2,926,169</u>	<u>11,371,305</u>	<u>10,567,295</u>	<u>14,260,801</u>	<u>13,493,464</u>
General Revenues						
Property Taxes	14,591,325	13,276,742	-	-	14,591,325	13,276,742
Gain(Loss) on Sale of Cap Assets	-	-	-	-	-	-
Capital Contributions	-	-	93,650	7,001	93,650	7,001
Interest and Investment	242,979	267,885	11,847	7,906	254,826	275,791
Other	<u>80,327</u>	<u>117,439</u>	<u>31,652</u>	<u>30,043</u>	<u>111,979</u>	<u>147,482</u>
Total General Revenue	<u>14,914,631</u>	<u>13,662,066</u>	<u>137,149</u>	<u>44,950</u>	<u>15,051,780</u>	<u>13,707,016</u>
Total Revenues	<u>17,804,127</u>	<u>16,588,235</u>	<u>11,508,454</u>	<u>10,612,245</u>	<u>29,312,581</u>	<u>27,200,480</u>
Transfers	<u>(2,417,418)</u>	<u>(2,868,757)</u>	<u>2,417,418</u>	<u>2,868,757</u>	<u>-</u>	<u>-</u>
Total Revenues and Transfers	<u>15,386,709</u>	<u>13,719,478</u>	<u>13,925,872</u>	<u>13,481,002</u>	<u>29,312,581</u>	<u>27,200,480</u>
Expenses:						
General Government	5,281,047	4,346,023	-	-	5,281,047	4,346,023
Public Safety	4,311,780	4,083,992	-	-	4,311,780	4,083,992
Human Services	6,507,017	6,271,169	-	-	6,507,017	6,271,169
Farm	350,235	327,792	-	-	350,235	327,792
Interest on Long Term Debt	682,792	184,311	-	-	682,792	184,311
Cheshire County Nursing Home	-	-	13,932,101	13,207,935	13,932,101	13,207,935
Total Expenses	<u>17,132,871</u>	<u>15,213,287</u>	<u>13,932,101</u>	<u>13,207,935</u>	<u>31,064,972</u>	<u>28,421,222</u>
Increase (Decrease) in Net Assets	<u>\$ (1,746,162)</u>	<u>\$ (1,493,809)</u>	<u>\$ (6,229)</u>	<u>\$ 273,067</u>	<u>\$ (1,752,391)</u>	<u>\$ (1,220,742)</u>

Governmental Activities

Charges to users of governmental services made up \$2,233,629 or 12.5% of total government revenues and include such services as provided by the Sheriff's Department, Department of Corrections, Court House Leases, Cheshire County Farm, Registry of Deeds, and Assisted Living Apartments. Additionally, the County receives revenue from operating grants and other

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

contributions. In 2007 this totaled \$655,867 or 3.72% of total government revenue. Operating grants are used to fund expenses associated with programs such as the Domestic Violence Prosecutor, the Victim Witness Program, Regional Prosecutor Program and services relating to Human Services. Other contributions included in the amount are reimbursement for the lease of the Jaffrey District Court House. This reimbursement is received as a direct offset to the annual long-term debt bond schedule.

Property tax revenues are the County's largest revenue, accounting for \$14,591,325 or 82% of total government revenues. As noted previously, the County is able to recover some of its expenses through user charges, however, a great deal of the County operations do not have revenue sources sufficient or available to meet their expenses and as a result are funded by Property Taxes.

The single largest expense that is funded through the assessment of taxes is associated with the obligation towards Human Services. This area is responsible for paying the County's share of funding for those Cheshire County residents needing Medicaid assistance.

The analysis below for governmental activities indicates the total cost as well as the net cost of services. The net cost of services identifies the cost of those services supported by tax assessments and unrestricted revenues that are not directly related to specific charges for services or grants and contributions that would offset those services.

Cheshire County, Governmental Activities
For Period Ending December 31, 2007 and December 31, 2006

	Total Cost of Services		Net Cost of Services	
	2007	2006	2007	2006
General Government	\$ 5,281,047	\$ 4,346,023	\$ 3,797,949	\$ 3,021,375
Public Safety	4,311,780	4,083,992	3,567,342	3,209,186
Human Services	6,507,017	6,271,169	6,256,772	5,890,113
Farm	350,235	327,792	23,215	71,866
Interest Expense	<u>682,792</u>	<u>184,311</u>	<u>598,097</u>	<u>94,578</u>
Total Expenses	<u>\$ 17,132,871</u>	<u>\$ 15,213,287</u>	<u>\$ 14,243,375</u>	<u>\$ 12,287,118</u>

Business-Type Activities

Charges for services provided funding for 68.5% of total program expenses with the additional 13.18% coming from operating grants and contributions and 17.4% (\$2,417,418) subsidized by the General Fund.

Although the Nursing Home should be self sustaining, high census levels of Medicaid residents largely contribute to its operating deficit. In 2006, the Nursing Home required the General Fund to subsidize the operations by 21.7% or \$2,868,757. In 2007, the subsidy decreased 17.4% to \$2,417,418, a decrease of \$451,339. The subsidy decrease is mainly due to achieving higher census levels in 2007 over 2006. As indicated in 2006, a new position was created to focus on admissions from the local hospitals in an attempt to increase the Skilled Nursing Care census for 2007. This has had a positive affect as the average daily skilled census rose from 7 in 2006 to 10 in 2007.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Financial Analysis of County Funds

Cheshire County uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the County's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the County's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the County's net resources available for spending at the end of the year.

As of December 31, 2007, the County's governmental funds reported a combined ending fund balance of \$37,869,556, an increase of \$34,361,556 in comparison with the prior year. Approximately 92.2% of this total (\$37,645,320) represents unreserved fund balance, with 4.58% being the General Fund, 93.09% unspent proceeds for the House of Corrections Construction Project and 1.75% for the other combined governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge and the Capital Reserve Funds. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to liquidate contracts and purchase orders of the prior year (\$224,236).

The General Fund is the primary operating fund of the County. At the end of 2007, unreserved fund balance was \$1,653,450, while total fund balance was \$1,880,544. Cheshire County objective is to maintain an unreserved fund balance between 5% and 10 % of the County's total budget.

Cheshire County's General Fund balance decreased by \$434,571 during 2007. The key factor for this decrease was the use of fund balance in the 2007 adopted budget of which \$649,880 was budgeted in order to keep the increase to taxpayers at a minimum while still staying within the desired level. As the desired level has been reached, fund balance will not be used for future budgets unless higher fund balance levels are attained.

Enterprise Funds

The enterprise fund (Maplewood Nursing Home) focuses on the changes to net assets, much as it might be for a private-sector business.

The unrestricted net assets of Maplewood Nursing Home at December 31, 2007 were at deficit levels of (\$1,512,173). The unrestricted net asset deficit decreased by \$153,151 over the 2006 level of (\$1,665,324). Although the Nursing Home Supplemental payment helps to narrow the difference between the Medicaid rate and our actual per diem rate, deficit levels still continue as the Medicaid rate combined with the Bed Tax falls short of covering the cost of patient care.

As a government owned nursing home, the census of Medicaid residents tends to be much higher than private nursing home levels. As of December 31, 2007, approximately 73% of the nursing home census consisted of residents needing Medicaid assistance in order to pay for their care. Based on the 2007 Medicaid cost report for Maplewood, the allowable per diem rate was calculated to be \$244.60. However, the actual paid per diem as of December 31, 2007 was \$143.61 or \$100.99 per day short of allowable 2007 costs. The supplemental payment provided additional reimbursement averaging

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

\$42.96 per day. This additional payment still leaves the allowable per diem rate short by approximately \$58.03 per day. In order to minimize the need to subsidize Maplewood Nursing Home, the department's work very hard to keep their operational budgets as close to level as possible. However, because nearly 50% of the expenses at the Nursing Home is within the payroll and benefit lines, the overall cost to run the Nursing Home inevitably continues to increase the need for financial support from the General Fund thus contributing to the deficit levels of unrestricted net assets.

Budgetary Highlights

By State statute, the County Convention must adopt its annual budget within 90 days after the beginning of the County's fiscal year. Therefore, any new purchases or proposed changes to the budget are not executed until the budget is adopted. On March 19, 2007, the County Convention adopted the 2007 budget. As adopted, the bottom line was up 5.09% (\$1,472,783) and taxes to be raised were 9.90%, higher than 2006 (\$1,314,583) for total taxes to be raised of \$14,591,325.

Areas that contributed to the increase included the following:

- Merit and a 3.30 % cost of living adjustment to employee wages accounted for approximately \$667,176 in increased costs for payroll and benefits.
- New positions and personnel changes accounted for approximately \$554,000 in new payroll and benefit costs. The major increase was for additional 14 various nursing staff positions at Maplewood Nursing Home. Other non-nursing home staffing included 3 Communications Specialists for the Sheriffs Dispatch Center and 1 additional Case Manager for the Alternative Sentencing Program.
- The Human Service budget for the County's portion of Medicaid Assistance was increased by \$271,664.
- Reduction in the use of fund balance by \$651,120 from 2006 levels.

In 2007 there were two supplemental budgets brought before the delegation and approved. On May 29, 2007, the County budget was amended by \$232,605 in order to allow the use of reserve funds that had been set aside in order to move forward with stabilizing the Riverbank around the Westmoreland Waster Water Treatment Plant. On August 13, 2007, the budget was amended for the receipt of Proportional Share Funds in the amount of \$348,284 and \$30,000 for the use of Computer Reserve funds to upgrade the County's time and attendance system.

As a result of the supplemental budgets, the total budget increased to \$30,921,796 up 6.85% (\$1,983,552) over the 2006 budget.

Capital Assets and Debt Administration

Capital Assets—The County's investment in capital assets for governmental and business-type activities as of December 31, 2007, was \$11,728,971 (net of accumulated depreciation). This investment in capital assets includes land and improvements, water and waste water systems, buildings and improvements, improvements other than buildings, machinery and equipment, vehicles, and construction in progress.

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

Major Capital projects and or equipment that was completed or purchased include \$17,862 to purchase a new vehicle for the Department of Corrections; \$302,605 to stabilize the river bank in Westmoreland; \$34,121 to purchase a truck and plow for the County Farm; \$36,427 to finalize the resident mattress replacement project at Maplewood; and \$45,475 to purchase two Sheriff vehicles.

Note IV (C) – Detailed Notes on All Funds (Capital Assets) provides additional information about capital asset activity during 2007.

Long-Term Debt—At December 31, 2007, the County had total general obligation bonded debt outstanding of \$40,724,648. Of this amount, \$1,820,000 is for the Jaffrey District Court House and is to be reimbursed by the State of New Hampshire by way of a lease agreement. The annual payment schedule for the lease corresponds with the bond schedule principal and interest payments. Other outstanding debt includes construction of a twenty (20) apartment Assisted Living Unit and the expansion of the Nursing Home's therapy departments with debt remaining as of December 31, 2007 of \$1,550,000. Bonds for the study of a new County Jail had a balance remaining of \$350,000 at year-end. Additionally, \$4,648 is outstanding for the first installment of the Water Treatment Upgrade project that will be funded by the use of State of New Hampshire Revolving Loan Fund. When this is completed, the County will borrow from this fund approximately \$745,000 for this project. And finally, the County was successful in obtaining authorization in 2007 for a \$37,000,000 bond for the Construction of a New Jail Facility. As the proceeds of the bond were not received until September 2007 the full principal borrowed remains at the end of 2007. The County's long-term bonded debt increased by \$36,539,648 during 2007.

The current outstanding debt for Cheshire County is as follows:

Cheshire County, Outstanding Debt December 31, 2007			
	Governmental Activities	Business-type Activities	Total
Nursing Home Expansion	\$ 1,038,500	\$ 511,500	\$ 1,550,000
Jail Expansion Study	350,000	-	350,000
Jaffrey District Court House	1,820,000	-	1,820,000
Jail Construction	37,000,000	-	37,000,000
Water Trmnt Upgrade	4,648	-	4,648
Total Outstanding Debt	<u>\$ 40,213,148</u>	<u>\$ 511,500</u>	<u>\$ 40,724,648</u>

On September 11, 2006, the Delegation authorized to raise and appropriate \$745,000 to finance the design, construction and equipping of the County water treatment plant in Westmoreland in order to make necessary improvements that are required to comply with the new federal Safe Water Drinking regulations. The funds will be raised through the use of the New Hampshire State Revolving Loan Fund. It is anticipated this project will be finalized in 2008.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

In 2005 the first lease payment associated with the Energy Efficiency Project was due. Total principal for this project is \$1,070,543 and will be paid over a twelve (12) year period. The third principal payment was made on May 30, 2007 for \$98,000. The remaining principal due for this project as of December 31, 2007 is \$797,543.

Moody's has assigned an underlying rating of A1 to the outstanding general obligation debt of the County. Moody's has recommended and agreed with our decision not to go below our current level of fund balance in order to maintain this rating.

In addition to the bonded debt, the County's long-term obligations include \$383,107 in compensated absences. These compensated absences are an accumulation of unused accrued vacation and holiday time at December 31, 2007.

Economic Factors

- The Cheshire County unemployment rate for December, 2007 was 3.2%, which compares favorably to the State's rate of 3.3 %, the New England rate of 4.3% and the national rate of 4.8 %. The County rate has increased slightly over December 2006 at which time was 3.2 %.
- Most recent equalized assessed valuations of property used for appropriating Cheshire County's 2007 taxes were \$7,636,510,580. This is an increase over the prior year assessed valuations of 9.33% or \$651,980,713.
- There were no outstanding taxes due from any Cheshire County towns or city as of December 31, 2007.

Requests for Information

This financial report is designed to provide a general overview of the county's finances for all those with an interest in the governments' finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Sheryl A. Trombly, Finance Director, 33 West Street, Keene, NH 03431.

BASIC FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE

STATEMENT OF NET ASSETS

DECEMBER 31, 2007

	Governmental Activities	Business- Type Activities	Total
ASSETS			
Cash and Equivalents	\$ 1,776,315	\$ 75,499	\$ 1,851,814
Temporary Investments	350,497	-	350,497
Accounts Receivable	138,897	1,453,208	1,592,105
Due from Other Governments	230,307	362,736	593,043
Internal Balances	2,018,782	(2,018,782)	-
Inventories	-	77,010	77,010
Deposits and Prepaids	79,397	4,881	84,278
Restricted Assets: Cash and Temporary Investments	35,422,119	-	35,422,119
Direct Financing Lease Receivable	2,441,498	-	2,441,498
Capital Assets:			
Land and Improvements	619,156	565,334	1,184,490
Water System	315,855	768,262	1,084,117
Wastewater System	166,232	431,411	597,643
Buildings and Improvements	10,763,363	7,078,988	17,842,351
Furniture, Equipment and Vehicles	1,287,543	1,969,352	3,256,895
Construction in Progress	1,861,758	-	1,861,758
Less Accumulated Depreciation	(7,860,188)	(6,238,095)	(14,098,283)
Total Capital Assets, Net of Depreciation	7,153,719	4,575,252	11,728,971
TOTAL ASSETS	\$ 49,611,531	\$ 4,529,804	\$ 54,141,335
LIABILITIES			
Accounts Payable	\$ 1,115,201	\$ 733,024	\$ 1,848,225
Contract Payable	-	-	-
Retainage Payable	-	-	-
Accrued Liabilities	682,708	243,495	926,203
Due to Other Governments	890,062	162,204	1,052,266
Deferred Revenue	827,190	117,025	944,215
Non-current Liabilities:			
Portion Due or Payable Within One Year:			
Bonds and Notes Payable	2,212,148	102,300	2,314,448
Capital Lease Obligations	24,380	81,620	106,000
Portion Due or Payable After One Year:			
Bonds and Notes Payable	38,001,000	409,200	38,410,200
Capital Lease Obligations	159,055	532,488	691,543
Compensated Absences	172,130	210,977	383,107
Total Liabilities	44,083,874	2,592,333	46,676,207
NET ASSETS			
Invested in Capital Assets, Net of Related Debt	2,179,255	3,449,644	5,628,899
Restricted for:			
Juvenile Incentive	341,479	-	341,479
Deeds Surcharge	114,367	-	114,367
Capital Reserves	244,752	-	244,752
Other Purposes:			
Expendable	27,601	-	27,601
Unrestricted (Deficit)	2,620,203	(1,512,173)	1,108,030
Total Net Assets	\$ 5,527,657	\$ 1,937,471	\$ 7,465,128

The Accompanying Notes Are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2007

	Program Revenues			Net (Expense) Revenue and Change in Net Assets			
	Expenses	Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<i>Functions/Programs</i>							
General Government	\$ 5,281,047	\$ 1,257,211	\$ 225,887	\$ -	\$ (3,797,949)	\$ -	\$ (3,797,949)
Public Safety	4,311,780	649,398	95,040	-	(3,567,342)	-	(3,567,342)
Human Services	6,507,017	-	250,245	-	(6,256,772)	-	(6,256,772)
Farm	350,235	327,020	-	-	(23,215)	-	(23,215)
Interest on Long-term Debt	682,792	-	84,695	-	(598,097)	-	(598,097)
Total Governmental Activities	17,132,871	2,233,629	655,867	-	(14,243,375)	-	(14,243,375)
<i>Business-type Activities</i>							
Cheshire County Nursing Home	13,932,101	9,547,375	1,823,930	-	-	(2,560,796)	(2,560,796)
Total Business-type Activities	13,932,101	9,547,375	1,823,930	-	-	(2,560,796)	(2,560,796)
Total	\$ 31,064,972	\$ 11,781,004	\$ 2,479,797	\$ -	(14,243,375)	(2,560,796)	(16,804,171)
<i>General Revenues:</i>							
Taxes:							
County Tax Assessment					14,591,325	-	14,591,325
Payment in Lieu of Taxes					-	-	-
Grants and Contributions Not Restricted to Specific Purposes					-	-	-
Interest and Investment Earnings					242,979	11,847	254,826
Miscellaneous					80,327	31,652	111,979
Gain (Loss) on Disposal of Capital Assets					-	-	-
Capital Contributions					-	93,650	93,650
Transfers					(2,417,418)	2,417,418	-
Total General Revenues, Special Items and Transfers					12,497,213	2,554,567	15,051,780
Change in Net Assets					(1,746,162)	(6,229)	(1,752,391)
Net Assets, Beginning of Year					7,273,819	1,943,700	9,217,519
Net Assets, End of Year					\$ 5,527,657	\$ 1,937,471	\$ 7,465,128

The Accompanying Notes are an Integral Part of This Financial Statement

FUND FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2007

	Major Funds		Other	Total
	General	House of	Governmental	Governmental
	Fund	Corrections	Funds	Funds
		Construction		
ASSETS				
Cash and Equivalents	\$ 1,425,214	\$ -	\$ 351,101	\$ 1,776,315
Temporary Investments	930	-	349,567	350,497
Accounts Receivable	136,538	-	2,359	138,897
Due From Other Funds	2,152,664	-	-	2,152,664
Due From Other Governments	114,287	-	116,020	230,307
Inventories	-	-	-	-
Deposits and Prepaids	79,397	-	-	79,397
Restricted Assets: Cash and Temporary Investments	-	35,422,119	-	35,422,119
TOTAL ASSETS	\$ 3,909,030	\$ 35,422,119	\$ 819,047	\$ 40,150,196
LIABILITIES AND FUND BALANCE				
Liabilities				
Accounts Payable	\$ 950,592	\$ 164,609	\$ -	\$ 1,115,201
Contracts Payable	-	-	-	-
Retainage Payable	-	-	-	-
Accrued Liabilities	144,722	-	-	144,722
Due to Other Funds	-	6,601	80,944	87,545
Due to Other Governments	890,062	-	-	890,062
Deferred Revenues	43,110	-	-	43,110
Total Liabilities	2,028,486	171,210	80,944	2,280,640
Fund Balances				
Reserved for Encumbrances	147,697	-	76,539	224,236
Reserved for Prepaids	79,397	-	-	79,397
Unreserved, Reported in:				
General Fund	1,653,450	-	-	1,653,450
Nonmajor Special Revenue Funds	-	-	416,812	416,812
Major Capital Projects Funds	-	35,250,909	-	35,250,909
Nonmajor Capital Projects Funds	-	-	244,752	244,752
Total Fund Balances	1,880,544	35,250,909	738,103	37,869,556
TOTAL LIABILITIES AND FUND BALANCES	\$ 3,909,030	\$ 35,422,119	\$ 819,047	\$ 40,150,196

The Accompanying Notes Are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET
ASSETS OF GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2007

<i>Total Governmental Fund Balances (Previous Page)</i>	\$ 37,869,556
 <i>Amounts Reported for Governmental Activities in the Statement of Net Assets Are Different Because of the Following Items:</i>	
Capital Assets Used in Governmental Activities Are NOT Financial Resources and Therefore Are Not Reported in the Funds.	7,153,719
Other Long-term Assets Are NOT Available to Pay for Current-period Expenditures and Therefore Are Saved in the Funds.	2,441,498
Internal Service Funds Are Used by the County to Charge the Costs of Health and Dental Insurance; the Assets and Liabilities of the Internal Service Fund Are Included in Business-Type Activities. This Amount Represents the Amount Due to the Business-Type Activities at Year End.	(46,336)
Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue.	(162,580)
Long-term Deferred Revenues Related to Long-term Receivables Are NOT Recognized on Statement 3.	(621,498)
Long-term Liabilities, Including Bonds Payable and Unmatured Compensated Absences, Are NOT Due and Payable in the Current Period and Therefore Are NOT Reported in the Funds.	(41,106,702)
 <i>Net Assets of Governmental Activities - Statement 1</i>	 <u><u>\$ 5,527,657</u></u>

The Accompanying Notes Are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2007

	Major Funds		Other	Totals
	General	House of	Governmental	Governmental
	Fund	Corrections	Funds	Funds
		Construction		
Revenues				
Taxes	\$ 14,591,325	\$ -	\$ -	\$ 14,591,325
Intergovernmental	354,178	-	318,910	673,088
Charges for Services	1,766,586	-	29,190	1,795,776
Interest	212,948	-	30,032	242,980
Other	791,310	-	2,232	793,542
Total Revenues	17,716,347	-	380,364	18,096,711
Expenditures				
Current:				
General Government	3,849,651	-	546,504	4,396,155
Public Safety	4,073,619	-	-	4,073,619
Farm	284,334	-	-	284,334
Human Services	6,265,745	-	-	6,265,745
Capital Outlay	674,994	1,749,091	-	2,424,085
Debt Service	878,447	-	-	878,447
Total Expenditures	16,026,790	1,749,091	546,504	18,322,385
Excess (Deficiency) of Revenues Over Expenditures	1,689,557	(1,749,091)	(166,140)	(225,674)
Other Financing Sources (Uses)				
Proceeds of Long-term Debt	4,648	37,000,000	-	37,004,648
Operating Transfers In	395,630	-	211,988	607,618
Operating Transfers (Out)	(2,524,406)	-	(500,630)	(3,025,036)
Total Other Financing Sources (Uses)	(2,124,128)	37,000,000	(288,642)	34,587,230
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	(434,571)	35,250,909	(454,782)	34,361,556
Fund Balances, Beginning of Year	2,315,115	-	1,192,885	3,508,000
Fund Balances, End of Year	\$ 1,880,544	\$ 35,250,909	\$ 738,103	\$ 37,869,556

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2007

<i>Net Change in Fund Balances - Total Governmental Funds (Previous Page)</i>	\$ 34,361,556
Governmental Funds Report Capital Outlays During the Year as Expenditures on Statement 4. However, on the Statement of Activities (Statement 2) the Cost of Those Capital Items Has Been Capitalized and the Cost is Then Allocated Over Their Estimated Useful Lives and Reported as Depreciation Expense. This is the Amount by Which Capital Outlay Expenditures Exceeded Depreciation Expense for the Current Fiscal Year.	1,412,724
Repayment of Bond and Capital Lease Principal is an Expenditure in the Governmental Funds (Statement 4), But the Repayment Reduces Long-term Liabilities in the Statement of Net Assets (Statement 2). Also, Bond Proceeds Are Recognized as an Other Financing Source on Statement 4 But Are Recorded as a Long-term Liability in Statement of Net Assets (Statement 2). This is the Amount of the Repayments and Bond or Capital Lease Proceeds That Have Been Charged to Long-Term Liabilities.	(36,618,047)
Accrued Interest on the Governmental Funds is Reported as Expenditure When Paid, While Interest Due at Year End is Recognized as a Liability and an Expense on the Statement of Net Assets (Statement 2). This is the Net Amount by Which Accrued Interest Expense Exceeded Interest Expense for the Current Fiscal Year	(510,897)
Estimated Compensated Absences Payable Are Recognized When Payable on Statement 4 But Are Accrued and Expensed at Year End on Statement 2.	(20,553)
Revenues Reported in the Statement of Activities That do NOT Provide Current Financial Resources are NOT Reported as Current Year's Revenues in the Funds Statement.	84,695
Revenues Received From the State of New Hampshire and Reported on the Funds Statements are Reported as Receipts Against the Direct Financing Lease Receivable on Statement 2.	(214,695)
Internal Service Fund is Used by The County to Charge the Costs of Dental and Health Insurance to Individual Funds. The Net Cost of the Internal Service Fund is Reported in Governmental Activities	(78,365)
Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue.	(162,580)
Previous Year's Accounts Payable on the Governmental Funds That are Paid in the Funds (Statement 4) are Reported as Expenditures on the Funds.	-
In the Statement of Activities (Statement 2), Only the Loss on the Disposal of Capital Assets is Reported, Whereas in the Governmental Funds (Statement 4) There is No Use of Financial Resources. As a Result, the Change in Net Assets Differs From the Change in Fund Balance by the Net Book Value of the Disposed Capital Assets.	-
<i>Change in Net Assets of Governmental Activities (Statement 2)</i>	<u>\$ (1,746,162)</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2007

	Business- Type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
ASSETS		
Current Assets		
Cash and Equivalents	\$ 200	\$ 75,299
Accounts Receivable - Services	1,453,208	-
Due From Other Funds	66,012	-
Due From Other Governments	362,736	-
Inventories	77,010	-
Deposits	-	-
Prepaid Expenses	4,881	-
Total Current Assets	<u>1,964,047</u>	<u>75,299</u>
Capital Assets:		
Land and Improvements	565,334	-
Water System	768,262	-
Wastewater System	431,411	-
Buildings and Improvements	7,078,988	-
Vehicles	152,518	-
Furniture and Equipment	1,816,834	-
Construction in Progress	-	-
Less Accumulated Depreciation	(6,238,095)	-
Total Capital Assets, Net of Depreciation	<u>4,575,252</u>	<u>-</u>
TOTAL ASSETS	<u><u>\$ 6,539,299</u></u>	<u><u>\$ 75,299</u></u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 608,970	\$ 124,054
Accrued Liabilities	243,495	-
Due to Other Funds	2,122,493	8,638
Due to Other Governments	162,204	-
Deferred Revenues	117,025	-
Current Portion of Long-Term Debt:		
Obligations Under Capital Lease	81,620	-
Bonds Payable	102,300	-
Total Current Liabilities	<u><u>\$ 3,438,107</u></u>	<u><u>\$ 132,692</u></u>

The Accompanying Notes Are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2007

	Business- Type Activities <u>Cheshire County Nursing Home</u>	Governmental Activities <u>Internal Service Fund</u>
Noncurrent Liabilities:		
Obligations Under Capital Lease	\$ 532,488	\$ -
Bonds Payable	409,200	-
Compensated Absences	210,977	-
Total Noncurrent Liabilities	<u>1,152,665</u>	<u>-</u>
Total Liabilities	<u>4,590,772</u>	<u>132,692</u>
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	3,449,644	-
Unrestricted (Deficit)	<u>(1,501,117)</u>	<u>(57,393)</u>
Total Net Assets	<u>1,948,527</u>	<u>(57,393)</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 6,539,299</u></u>	<u><u>\$ 75,299</u></u>

Reconciliation to Government-wide Statement of Net Assets (Statement 1):

Total Net Assets Business-type Activities Above	\$ 1,948,527
Adjustment to Reflect the Consolidation of Internal Service Fund Activities Related to Business-type Activities	(11,056)
Total Net Assets Business-type Activities, Statement 1	<u><u>\$ 1,937,471</u></u>

The Accompanying Notes Are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2007

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Operating Revenues</i>		
Intergovernmental	\$ 1,389,004	\$ -
Charges for Services:		
Medicaid	4,680,412	-
Private	1,963,488	-
Atypical Unit	1,293,268	-
Medicare A and B (PT, OT, Speech and Other), Respite Care, Nurse Practitioner and Adult Day Care	1,237,902	-
Other User Charges	-	2,153,142
Total Charges for Services	9,175,070	2,153,142
Miscellaneous:		
Meals	372,305	-
Medicaid Proportional Share	434,926	-
Other	31,652	-
Total Miscellaneous	838,883	-
<i>Total Operating Revenues</i>	11,402,957	2,153,142
<i>Operating Expenses</i>		
General Operating Expenses:		
Administration	2,362,563	2,373,992
Quality Improvement	62,595	-
Finance	252,513	-
Computer Operations	168,302	-
Dietary	1,327,996	-
Nursing	5,188,729	-
Atypical Unit	1,014,021	-
Facilities	936,564	-
Waste Water Treatment Plant	14,097	-
Water Treatment Plant	18,383	-
Laundry and Linens	332,212	-
Housekeeping	427,515	-
Activities	269,563	-
Social Services	167,488	-
Occupational Therapy	176,141	-
Physical Therapy	316,241	-
Other Services for Residents	253,098	-
Capital Outlay - Minor Equipment	-	-
Depreciation	431,301	-
<i>Total Operating Expenses</i>	13,719,322	2,373,992
Operating Income (Loss)	(2,316,365)	(220,850)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2007

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Non-Operating Revenues (Expenses)</i>		
Interest Expense	\$ (58,999)	\$ -
Interest Revenue	-	11,847
Bad Debt Recovery (Expense)	(11,296)	-
<i>Net Non-Operating Revenues (Expenses)</i>	<u>(70,295)</u>	<u>11,847</u>
Income (Loss) Before Contributions and Transfers	<u>(2,386,660)</u>	<u>(209,003)</u>
<i>Contributions and Transfers In (Out)</i>		
Capital Contributions	93,650	-
Transfers In	2,417,418	-
Transfers (Out)	-	-
<i>Total Contributions and Transfers In (Out)</i>	<u>2,511,068</u>	<u>-</u>
Change in Net Assets	124,408	(209,003)
Total Net Assets, Beginning of Year, Restated	<u>1,824,119</u>	<u>151,610</u>
Total Net Assets, End of Year	<u>\$ 1,948,527</u>	<u>\$ (57,393)</u>

Reconciliation to Government-wide Statement of Activities (Statement 2):

Change in Net Assets Business-type Activities, Above	\$ 124,408
Adjustments to Reflect the Consolidation of Internal Service Fund Activity Related to Business-type Activities	(130,637)
Change in Net Assets Business-type Activities, Statement 2	<u>\$ (6,229)</u>

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2007

	Business- type Activities <u>Cheshire County Nursing Home</u>	Governmental Activities <u>Internal Service Fund</u>
<i>Cash Flows from Operating Activities</i>		
Cash Received From Services	\$ 9,577,351	\$ -
Cash Received from Other Governments	1,318,550	-
Cash Received for Interfund Services Provided	-	2,074,205
Cash Paid to Suppliers	(5,703,418)	(2,318,791)
Cash Paid to Employees	(6,949,897)	-
Other Expenses	(253,098)	-
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>(2,010,512)</u>	<u>(244,586)</u>
<i>Cash Flows From Noncapital Financing Activities</i>		
Transfers From Other Funds	2,417,418	-
Loans From/(to) Other Funds	(46,673)	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>2,370,745</u>	<u>-</u>
<i>Cash Flows From Capital and Related Financing Activities</i>		
Principal Paid on Bonds	(102,300)	-
Principal Paid on Capital Lease	(75,460)	-
Interest Paid on Bonds and Capital Lease	(62,381)	-
Acquisition of Improvements and Equipment	(120,092)	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>(360,233)</u>	<u>-</u>
<i>Cash Flows From Investing Activities</i>		
Interest Earnings on Investments	-	11,847
<i>Net Cash Provided (Used) From Investing Activities</i>	<u>-</u>	<u>11,847</u>
Increase (Decrease) in Cash and Cash Equivalents	-	(232,739)
Cash and Cash Equivalents at Beginning of Year	200	308,038
Cash and Cash Equivalents at End of Year	<u>\$ 200</u>	<u>\$ 75,299</u>
<i>Noncash Transactions</i>		
Additions to Capital Assets from Contributions	<u>\$ 93,650</u>	<u>\$ -</u>
Capital Assets Retired During the Year	<u>\$ -</u>	<u>\$ -</u>

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2007

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</i>		
Operating Income (Loss)	\$ (2,316,365)	\$ (220,850)
<i>Adjustments to Reconcile Net Operating Income (Loss) to Net Cash Provided by Operating Activities</i>		
Depreciation	431,301	-
Other Operating Expenses	(11,296)	-
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Operating Assets:		
Accounts Receivable	(553,627)	-
Inventories	10,387	-
Deposits and Prepaids	4,411	-
Due From Other Funds	-	-
Due From Other Governments	(70,454)	-
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	331,574	(25,355)
Due to Other Funds	-	1,619
Accrued Liabilities	9,216	-
Due to Other Governments	20,873	-
Deferred Revenues	117,025	-
Compensated Absences	16,443	-
<i>Total Adjustments</i>	<u>305,853</u>	<u>(23,736)</u>
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>\$ (2,010,512)</u>	<u>\$ (244,586)</u>

The Accompanying Notes are an Integral Part of This Financial Statement

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

I | SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Cheshire County is a “body corporate” under the authority of the New Hampshire Revised Statute Annotated (RSA) 23:1. The elected County Commissioners are responsible for the day to day operation of the County. The Commissioners present a recommended budget to the County Convention for approval annually. Either the budget approved by the Convention or, if the Convention does not approve the budget timely, the Commissioners’ original budget as submitted for approval, becomes effective for the year.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. County taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. County tax assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

County tax assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

The County reports the following major governmental funds:

General Fund – This is the County’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The House of Corrections Construction fund is used to account for the construction and equipping of a new House of Corrections as approved by the County Delegation to be funded by a \$37,000,000 bond issue.

Non-Major Governmental Fund Types:

Special Revenue Funds – accounts for specific revenue sources that are restricted by law or administrative action to expenditure for specific purposes. Non-major special revenue funds include the Extension Service, Juvenile Placement, Heman Chase, Nursing Home Donations, Wellington and Deeds Surcharge Fund.

Capital Projects Funds – account for financial resources segregated for the acquisition or construction of major capital facilities. Non-major capital projects funds include the various Capital Reserve Funds.

The County reports the following major proprietary funds:

County Nursing Home – This fund accounts for the activities of the Cheshire County Nursing Home. The fund accounts for the operation and maintenance of the Nursing Home, which provides intermediate and skilled nursing care to the elderly residents of the County. The Home is funded through a combination of Medicaid and Medicare funds from the Federal Government, the State and the County as well as from the private resources of the residents of the Home.

Additionally, the County reports the following fund types:

Fiduciary funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governments. The fiduciary funds of the County are agency funds (Sheriff’s Escrow and Fees, Register of Deeds, Nursing Home Residents’ Fund, Jail Canteen/Recreation Fund, Hemenway Fund and Community Development Block Grants). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operation. Fiduciary funds are NOT included in the government-wide financial statements.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The County has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the County Nursing Home function and various other functions of the County. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the County's Nursing Home are charges to residents for services. Operating expenses for the enterprise fund include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, and then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Assets or Equity

1. DEPOSITS AND INVESTMENTS

The County's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The County Treasurer is authorized by State statutes and with the approval of the Commissioners to invest excess funds "in obligations of the U.S. Government, in participation units in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits and repurchase agreements of banks incorporated under the laws or in the State of New Hampshire or in banks recognized by the State Treasurer".

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with RSA 383:22-24. Total funds on deposit with the Pool at year-end were \$42,468 and are reported as temporary investments on the General Fund (\$930) and other governmental funds (\$41,538). At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S. Treasury and Government Agency instruments delivered to Custodian) and reverse overnight repurchase agreements with primary dealers or dealer banks."

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The Pool is operated under contract with a private investment advisor, approved by the State Bank Commissioner and the advisory committee created under RSA 383:24. The Pool is a 2a7-like pool, which means that it is not registered with the Securities Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Cost and market value of the Pool's investments are the same.

2. RECEIVABLES AND PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

The Department of Revenue Administration, based upon data reported on the assessment of properties by the cities and towns in the County, annually sets the County tax assessment for each community within the County. Based upon the assessments from the Department of Revenue Administration, the County Treasurer issues a warrant to the cities and towns in the County for them to assess, collect and pay to the County the County tax assessment. The tax is due annually by December seventeenth with interest at ten percent chargeable on any unpaid amounts.

3. INVENTORIES AND PREPAID ITEMS

All inventories are valued at cost using the first-in/ first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and vehicles, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the County as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years for governmental activities. For business-type activities (County Nursing Home) the County uses a threshold of \$500. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the County is depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings and Improvements	5-40
Vehicles	5-15
Equipment	4-25

5. COMPENSATED ABSENCES

It is the County's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

Employees are allowed to take a given holiday on or after the holiday. Annual accrued holiday time must be taken within sixty days of the new calendar year. Consequently, the County accrues accumulated unpaid vacation pay and recognizes the expense in the period the pay is earned.

Sick leave accumulates at the rate of up to ten days per year and may be accumulated to a maximum of sixty days.

Under the current sick leave policy, upon accumulation of sixty days sick leave, all sick leave days over sixty days are paid to the employee at the end of the year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years nor are they eligible to be paid for any unused sick leave time should they terminate their employment.

All compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

6. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

7. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

8. NET ASSETS

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets (net of accumulated depreciation) reduced by the outstanding balances of any debt used for the acquisition, construction or improvement of those capital assets. Net assets are reported as restricted when there are limitations imposed on their use either through constitutional provision on enabling legislation or through external restrictions imposed by creditors, grantors or law or regulations of other governments. The County reports the following restricted net asset categories:

Juvenile Incentive – Under New Hampshire RSA (Revised Statutes Annotated) 170-G:4 XVI the State’s Division for Children and Youth Services shall distribute funds to cities, towns and counties to “develop and maintain prevention programs, court diversion programs and alternative dispositions for juveniles other than placements outside of the home.”

Deeds Surcharge – Under New Hampshire RSA 478:17-j, the Register of Deeds, with approval of the County Convention may impose a \$2 surcharge which may “only be used for the purchase, rental or repair of equipment” and which “shall be a separate nonlapsing account, and the moneys in the account shall not be available for use as general revenue of the county.”

Capital Reserves – Under New Hampshire RSA 35:1, the County may raise and appropriate funds for the “construction, reconstruction or acquisition of a specific capital improvement, or the acquisition of a specific item or specific items of equipment.” Such funds that have been appropriated by the County Convention are reported as restricted net assets at year end.

II | RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net assets - governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that “long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.”

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The details of this difference are as follows:

Bonds Payable	\$ (40,213,148)
Add: Accrued Interest Payable on Bonds and Capital Leases at Fiscal Year End	(537,989)
Capital Leases Payable	(183,435)
Compensated Absences	<u>(172,130)</u>
Net Adjustments to Reduce Fund Balance – Total Governmental Funds to Arrive at Net Assets – Governmental Activities	<u>\$ (41,106,702)</u>

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances - total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that “governmental funds report capital outlays as expenditures. However, on the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this difference are as follows:

Capital Outlay	\$ 1,905,089
Depreciation Expense	<u>(492,365)</u>
Net Adjustment to Increase Net Changes in Fund Balances - Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ 1,412,724</u>

Another element of that reconciliation states that “repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. Also bond proceeds are recognized as an other financing source on Statement 4 but are recorded as a long-term liability in Statement of Net Assets.”

The details of this difference are as follows:

Debt Issued or Incurred:

Capital Lease Financing	\$ -
Issuance of General Obligation Bonds	(37,004,648)

Principal Repayments:

General Obligation Debt	385,240
Payment on Capital Lease	<u>1,361</u>
Net Adjustment to Decrease Net Changes in Fund Balances – Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ (36,618,047)</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

III | STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund. The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention and to the chairman of the Board of Selectmen in each Town and the Mayor of each City within the County and to the Secretary of State prior to December 1 annually their itemized budget recommendations together with a statement of actual expenditures and income for at least nine months of the preceding fiscal year.
2. Within ten to twenty days after the mailing of the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.
3. Twenty-eight days must elapse after the mailing of the estimated operating budget before the County Convention may vote on the appropriations for the ensuing budget period.
4. The County Convention must adopt its annual budget no later than March 31.
5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than 30 days after the adopting of the budget.
6. The Commissioners are authorized to transfer budget amounts from department to department. However, any revisions that alter the total expenditures of any fund must be approved by the Executive Committee of the delegation.
7. Except for the payment of judgments rendered against the County, expenditures cannot exceed the total appropriations which the County Convention has voted.
8. The Commissioners may apply to the County Convention for a supplemental appropriation to be made subsequent to the adoption of the annual County budget. The budget reflected in the financial statements includes one supplemental appropriation approved by the delegation.
9. Formal budgetary integration is employed as a management control device during the year for the General Fund special Revenue Fund (Extension Service) and Proprietary Fund (County Nursing Home). The County legally adopts only one budget for the funds.
10. Budget appropriations lapse at year-end except for any outstanding encumbrances or approved appropriation carryovers.
11. Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Proprietary Fund are adopted on a basis, which is not consistent with GAAP. The budget for the Proprietary Fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

IV | DETAILED NOTES ON ALL FUNDS

A. Deposits and Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned to it. The County does not have a deposit policy for custodial credit risk. At year end the carrying amount of the County's deposits was \$38,111,322. At year end \$38,600,316 of the County's bank balance of \$39,036,404 was exposed to custodial credit risk as follows:

Uninsured-collateral segregated at the Federal Reserve Bank of Boston and/or New York and identified as being pledged to the County on the bank's books.	\$ 38,449,432
Uninsured and Uncollateralized	<u>150,884</u>
Total	<u>\$ 38,600,316</u>

For purposes of the statement of cash flows, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

B. Receivables

Receivables as of year-end for the County's individual major funds, non-major and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	General	Other Funds	Total
<i>Receivables:</i>			
County Taxes	\$ -	\$ -	\$ -
Accounts	136,538	2,359	138,897
Intergovernmental	<u>114,287</u>	<u>116,020</u>	<u>230,307</u>
Gross Receivables	250,825	118,379	369,204
Less: Allowance for Uncollectibles	<u>-</u>	<u>-</u>	<u>-</u>
Net Total Receivables	<u>\$ 250,825</u>	<u>\$ 118,379</u>	<u>\$ 369,204</u>

Revenues of the County Nursing Home are reported net of uncollectible amounts. Total uncollectible amounts related to revenues of the current period are as follows:

Receivables, Gross	\$ 1,453,208
Due From Other Governments, Gross	362,736
Uncollectibles	<u>-</u>
Net Total Receivables	<u>\$ 1,815,944</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Interfund Receivables, Payables, and Transfers

The composition of interfund balances at year end is as follows:

Due to/from Other Funds:

Receivable Fund:	Payable Fund	Amount
General	Nonmajor Governmental Funds	\$ 23,950
General	Internal Service Fund	7,019
General	Cheshire County Nursing Home	2,121,695
Cheshire County Nursing Home	Nonmajor Governmental Funds	66,012
Cheshire County Nursing Home	General	-
	Total	<u>\$ 2,218,676</u>

Interfund Transfers:

	Transfer In		
	General	Nonmajor Governmental	Cheshire County Nursing Home
Transfer Out:			
General	\$ -	\$ 211,988	\$ 2,312,418
Nonmajor Governmental Funds	395,630	-	105,000
Cheshire County Nursing Home	-	-	-
Totals	<u>\$ 395,630</u>	<u>\$ 211,988</u>	<u>\$ 2,417,418</u>
			<u>\$ 3,025,036</u>

E. Leases

Capital Leases

The County's General Fund has entered into an agreement for the leases of farm equipment and also various energy improvements. These lease agreements qualify as capital leases for accounting purposes and, therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

Asset:	Governmental Activities	Business-Type Activities
Vehicles	\$ -	\$ -
Energy Improvements	246,225	824,318
Less: Accumulated Depreciation	(35,727)	(103,040)
Total	<u>\$ 210,498</u>	<u>\$ 721,278</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Business-type activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 75,211	\$ -	\$ -	\$ 75,211
Construction in Progress	-	-	-	-
Total Capital Assets, Not Being Depreciated	<u>75,211</u>	<u>-</u>	<u>-</u>	<u>75,211</u>
Capital Assets, Being Depreciated:				
Land Improvements	490,123	-	-	490,123
Water System	765,008	3,253	-	768,261
Wastewater System	430,289	1,123	-	431,412
Buildings and Improvements	7,068,989	9,999	-	7,078,988
Equipment and Vehicles	<u>1,769,985</u>	<u>199,367</u>	<u>-</u>	<u>1,969,352</u>
Total Capital Assets, Being Depreciated	<u>10,524,394</u>	<u>213,742</u>	<u>-</u>	<u>10,738,136</u>
Less Accumulated Depreciation for:				
Land Improvements	(373,325)	(24,916)	-	(398,241)
Water System	(444,435)	(31,490)	-	(475,925)
Wastewater System	(161,174)	(15,856)	-	(177,030)
Buildings and Improvements	(3,676,296)	(236,288)	-	(3,912,584)
Equipment and Vehicles	<u>(1,151,564)</u>	<u>(122,751)</u>	<u>-</u>	<u>(1,274,315)</u>
Total Accumulated Depreciation	<u>(5,806,794)</u>	<u>(431,301)</u>	<u>-</u>	<u>(6,238,095)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,717,600</u>	<u>(217,559)</u>	<u>-</u>	<u>4,500,041</u>
Business-Type Activities Capital Assets, Net	<u>\$4,792,811</u>	<u>\$ (217,559)</u>	<u>\$ -</u>	<u>\$4,575,252</u>

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:

General Government	\$ 165,216
Public Safety (Sheriff and Corrections)	263,124
Human Services	-
Farm	<u>64,025</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 492,365</u>

Business-Type Activities:

Cheshire County Nursing Home	<u>\$ 431,301</u>
Total Depreciation Expense – Business-Type Activities	<u>\$ 431,301</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Interfund Receivables, Payables, and Transfers

The composition of interfund balances at year end is as follows:

Due to/from Other Funds:

Receivable Fund:	Payable Fund	Amount
General	Nonmajor Governmental Funds	\$ 23,950
General	Internal Service Fund	7,019
General	Cheshire County Nursing Home	2,121,695
Cheshire County Nursing Home	Nonmajor Governmental Funds	66,012
Cheshire County Nursing Home	General	-
	Total	<u>\$ 2,218,676</u>

Interfund Transfers:

	Transfer In			
	General	Nonmajor Governmental	Cheshire County Nursing Home	Total
Transfer Out:				
General	\$ -	\$ 211,988	\$ 2,312,418	\$ 2,524,406
Nonmajor Governmental Funds	395,630	-	105,000	500,630
Cheshire County Nursing Home	-	-	-	-
Totals	<u>\$ 395,630</u>	<u>\$ 211,988</u>	<u>\$ 2,417,418</u>	<u>\$ 3,025,036</u>

E. Leases

Capital Leases

The County's General Fund has entered into an agreement for the leases of farm equipment and also various energy improvements. These lease agreements qualify as capital leases for accounting purposes and, therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

Asset:	Governmental Activities	Business-Type Activities
Vehicles	\$ -	\$ -
Energy Improvements	246,225	824,318
Less: Accumulated Depreciation	(35,727)	(103,040)
Total	<u>\$ 210,498</u>	<u>\$ 721,278</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The future minimum lease obligations and the net present value of these minimum lease payments as of year end were as follows:

Year Ending December 31,	Governmental Activities	Business-Type Activities
2008	\$ 32,946	\$ 110,299
2009	33,648	112,647
2010	22,993	76,978
2011	23,819	79,743
2012-2016	110,231	369,032
2017-2021	-	-
2022-2026	-	-
Total Minimum Lease Payment	223,637	748,699
Less: Amount Representing Interest	<u>(40,202)</u>	<u>(134,591)</u>
Present Value of Minimum Lease Payments	<u>\$ 183,435</u>	<u>\$ 614,108</u>

Operating Leases

The County does have operating leases for computer equipment and also for office space. The computer leases require the County to enter into maintenance agreements for the computer equipment and maintain the equipment in good working order, repair and maintenance. Future minimum annual rental payments are as follows:

Year Ending December 31,	Governmental Activities
2008	\$ 113,534
2009	104,160
2010	28,368
2011	<u>1,837</u>
Total	<u>\$ 247,899</u>

Operating lease expenditures totaled \$96,792 for the year and are reported under General Governmental expenditures.

F. Long-Term Debt

General Obligation Bonds

The County issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

General obligation bonds are direct obligations and pledge the full faith and credit of the County. These bonds generally are issued with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

Governmental Activities	Amount
\$4,400,000-1997 Assisted Living /Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%	\$ 1,038,500
\$2,600,000 – 2001 Jaffrey District Court Bonds, Due in Annual Installments of \$130,000 Through October 2021; Interest at 3.875% to 4.85%.	1,820,000
\$37,000,000 – 2007 Correctional Facility Bonds, Due in Annual Installments of \$1,850,000 Through October 2027; Interest at 4.25%.	37,000,000
\$745,000-2007 State of New Hampshire Drinking Water Revolving Fund Loan-Payments to Begin on the First Anniversary of the Completion Date of the Project-Principal to be Paid Within Ten Years From the Date of the Bond-Interest to be the Lesser of 2.095% or the Adjusted Market Rate Less 1%.	4,648
\$500,000 – 2001 Correctional Facility Design Bonds, Due in Annual Installments of \$25,000 Through October 2021; Interest at 3.875% to 4.85%.	<u>350,000</u>
Total Governmental	<u>\$ 40,213,148</u>
Business-Type Activities	Amount
\$4,223,000 – 1975 Nursing Home Bonds, Due in Annual Installments of \$150,000 to \$100,000 Through November 2005; Interest at 7.20%.	\$ -
\$4,400,000 – 1997 Assisted Living/Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%.	<u>511,500</u>
Total Business Type	<u>511,500</u>
Total Bonds and Note Payable	<u>\$ 40,724,648</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2008	\$ 2,212,700	\$ 1,788,875	\$ 102,300	\$ 25,370
2009	2,212,700	1,624,385	102,300	20,460
2010	2,212,700	1,529,383	102,300	15,447
2011	2,212,700	1,434,173	102,300	10,332
2012	2,212,700	1,338,963	102,300	5,217
2013-2017	10,025,000	5,363,585	-	-
2018-2022	9,874,648	3,219,400	-	-
2023-2027	9,250,000	1,179,375	-	-
Total	<u>\$40,123,148</u>	<u>\$17,478,139</u>	<u>\$ 511,500</u>	<u>\$ 76,826</u>

Changes in Long-Term Liabilities

Long-term liability activity for the year ended was as follows:

	Beginning Balances	Additions	Reductions	Ending Balances	Due Within One Year
<i>Governmental Activities:</i>					
General Obligation Bonds	\$ 3,571,200	\$ 37,004,648	\$ (362,700)	\$40,213,148	\$ 2,212,148
Capital Leases	207,336	-	(23,901)	183,435	24,380
Compensated Absences	<u>151,607</u>	<u>20,523</u>	<u>-</u>	<u>172,130</u>	<u>-</u>
Governmental Activity Long-Term Liabilities	<u>\$ 3,930,143</u>	<u>\$37,025,171</u>	<u>\$ (386,601)</u>	<u>\$40,568,713</u>	<u>\$ 2,236,528</u>
<i>Business-Type Activities:</i>					
General Obligation Bonds	\$ 613,800	\$ -	\$ (102,300)	\$ 511,500	\$ 102,300
Capital Leases	689,568	-	(75,460)	614,108	-
Compensated Absences	<u>194,534</u>	<u>16,443</u>	<u>-</u>	<u>210,977</u>	<u>-</u>
Business-Type Activity Long-Term Liabilities	<u>\$ 1,497,902</u>	<u>\$ 16,443</u>	<u>17,760</u>	<u>\$ 1,336,585</u>	<u>\$ 102,300</u>

The County issues tax anticipation notes annually in advance of the payment of the County tax assessments in November and December by the various towns and cities in the County. These notes are necessary to meet the cash flow needs during the fiscal year, which include the County's normal operating budget. Short-term debt activity for the year was as follows:

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balance	Issued	Redeemed	Ending Balance
County Tax Anticipation Notes Payable	\$ -	\$12,691,996	\$ 12,691,996	\$ -

V | OTHER INFORMATION

A. Risk Management

The County is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The County, along with numerous other municipalities in the State, is a member of two public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivision in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. As a member of the property liability and workers' compensation pools, the County shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. Contributions paid for the fiscal year totaled \$342,875 for property liability coverage, with no unpaid contributions at year-end.

The pool agreement permits the pool to make additional assessments to members should there be deficiency in pool assets to meet its liabilities. At this time, the pool foresees no likelihood of an additional assessment for past years.

B. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. The County participates in a federally assisted contract for services with the Department of Health and Human Services Medicaid (Title XIX) - through the New Hampshire Department of Health and Human Services and also receives CDBG grant funds from the New Hampshire Office of State Planning as well as grant funds from the New Hampshire Office of the Attorney General.

The contract and the grants are subject to program compliance audits by the grantors or their representatives. The audits of the contract and the grants for or including the fiscal year have not yet been reviewed by the grantor. Accordingly, the County's compliance with applicable contract requirements will be established at some future date after the grantor's review. The amount if any, of expenditures which may be disallowed by the contracting agencies cannot be determined at this time although the County expects such amounts if any, to be immaterial.

C. Employee Pension Plan

PLAN DESCRIPTION - Substantially all County employees participate in the State of New Hampshire Retirement System (the System), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All County full-time employees are eligible to participate in the System. The System is divided into two employee groups: Group I which includes all employees except fire fighters and police officers and Group II which is for fire fighters and police officers (including County Sheriff's Departments). The New Hampshire Retirement System issues annually a publicly available

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

financial report that includes financial statements and required supplemental information for the System. That report may be obtained by writing to the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH.

GROUP I EMPLOYEES - who retire at or after age 60 but before age 65 are entitled to retirement benefits equal to 1.667% of the average of their three highest paid years of compensation, multiplied by their years of service. At age 65 the benefit is recalculated at 1.50% of AFC multiplied by their years of service credit. Earlier retirement allowances at reduced rates are available after age 50 with 10 years of service. Benefits fully vest upon reaching 10 years of service or attaining age 60.

GROUP II EMPLOYEES - who attain age 45 with 20 years or more of service are entitled to retirement benefits equal to 2.5% of the average of their three highest paid years of service, multiplied by their years of service, not to exceed 40. Benefits vest ratably beginning after 10 years of service.

The System also provides death and disability benefits. Cost-of-living increases have been periodically granted to retirees by the State Legislature.

FUNDING POLICY - The System is funded by contributions from both the employees and employers. Group I employees are required by State statute to contribute 5.0 percent of gross earnings. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rates are 8.74% regular employees, 11.84% for police officers of covered payroll. The contribution requirement for the year was \$1,344,468, which consisted of \$795,066 from the County and \$549,402 from employees. The County's contributions to the System for the years ended December 31, 2006 and 2005 were \$632,343 and \$533,041, respectively, which were equal to the amount required under State statute to be contributed for each year.

D. Commitment – Direct Financing Lease and Contracts

The County has entered into a direct financing lease agreement with the State of New Hampshire for a term of 20 years following construction of the Jaffrey District Court Building. The semi-annual payments the County will receive are to be equal to the annual interest and principal payments on the bond. The State will occupy the District Court Building and incur all direct costs associated with the building for the entire period. The County has agreed to sell the District Court Building to the State for a purchase price of \$1.00 at the end of the lease. Future minimum lease payments to be received are as follows at year end:

Year Ended December 31,	Amount
2008	\$ 209,658
2009	204,620
2010	199,420
2011	194,210
2012	189,020
Thereafter	<u>1,444,570</u>
Total	<u>\$ 2,441,498</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

E. Internal Service Health and Dental Fund – Self Insurance

During the year 2000, the County established a Health and Dental Insurance Fund (an internal service fund) to account for and finance its self-insurance program. Under this program, the Health and Dental Insurance Fund provides coverage for up to a maximum of \$50,000 annually for each individual plan participant. The County purchases commercial insurance for claims in excess of coverage provided by the fund and for all others risks of loss.

All funds of the County participate in the program and make payments to the Health and Dental Insurance Fund based on actuarial estimates of the amounts needed to pay prior and current-year claims. The claims liability reported in the fund at year end is based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information is available prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. Changes in the Funds claims liability amount were:

Year Ended December 31,	Beginning of Year Liability	Current Years Claims and Changes in Estimates	Claims Payments	Balance at Year End
2000	\$ -	\$ 890,066	\$ (769,289)	\$ 120,777
2001	120,777	1,314,425	(1,254,481)	180,721
2002	180,721	1,592,188	(1,611,939)	160,970
2003	160,970	2,007,854	(2,017,936)	150,888
2004	150,888	2,241,420	(2,215,032)	177,276
2005	177,276	2,224,211	(2,225,898)	175,589
2006	175,589	1,730,047	(1,756,227)	149,409
2007	\$ 149,409	\$ 1,797,670	\$ (1,823,025)	\$ 124,054

F. Commitments

The County has certain commitments at year end for architectural, engineering and construction manager services related to the House of Corrections construction project (total of \$35,250,909 of fund balance available at year end). However, the County had no commitments for any construction contracts at year end on the project.

REQUIRED SUPPLEMENTAL INFORMATION

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
REVENUES	\$ 14,591,325	\$ -	\$ -	\$ -	\$ 14,591,325	\$ 14,591,325	\$ -
<i>Taxes</i>							
<i>Intergovernmental</i>							
Alternative Sentencing Metal Health Center	-	-	-	-	-	-	-
Federal Grants	539,396	-	-	-	539,396	95,040	(444,356)
Victim Witness Grant	25,000	-	-	-	25,000	25,000	-
Miscellaneous Non-Federal Grants	-	-	-	-	-	224	224
Domestic Violence Prosecutor Grant	34,259	-	-	-	34,259	34,259	-
Regional Prosecutor - Towns' Reimbursements	111,575	-	-	-	111,575	77,651	(33,924)
Bailiiff Reimbursement	120,000	-	-	-	120,000	103,798	(16,202)
Drug Rebates	108,000	-	-	-	108,000	18,206	(89,794)
Case Management Reimbursement	-	-	-	-	-	-	-
Total Intergovernmental	938,230	-	-	-	938,230	354,178	(584,052)
<i>Charges for Services</i>							
Register of Deeds	825,000	-	-	-	825,000	728,773	(96,227)
Sheriff's Department Fees	50,500	-	-	-	50,500	43,942	(6,558)
Sheriff's Department Travel	32,000	-	-	-	32,000	41,020	9,020
Sheriff's Department Other	16,800	-	-	-	16,800	11,230	(5,570)
Sheriff's Department Deputy Reimbursement	25,000	-	-	-	25,000	22,859	(2,141)
House of Corrections	82,200	-	-	-	82,200	102,275	20,075
County Farm	285,720	-	-	-	285,720	327,020	41,300
Assisted Living and Transportation Aid	474,500	-	-	-	474,500	489,467	14,967
Total Charges for Services	1,791,720	-	-	-	1,791,720	1,766,586	(25,134)
<i>Interest</i>							
Interest	175,000	-	-	-	175,000	212,948	37,948
Total Interest	175,000	-	-	-	175,000	212,948	37,948
<i>Other</i>							
Rental of Property	8,991	-	-	-	8,991	8,991	-
Unified and Jaffrey Court Leases	597,053	-	-	-	597,053	598,936	1,883
Workers Compensation Insurance Dividend	-	-	-	-	-	-	-
Unemployment Comp Insurance Dividend	3,000	-	-	-	3,000	-	(3,000)
County Attorney	750	-	-	-	750	790	40
Premium on Bond Issue	-	-	-	-	-	162,582	162,582
Miscellaneous	32,499	-	-	-	32,499	20,011	(12,488)
Total Other	642,293	-	-	-	642,293	791,310	149,017
Fund Balance Used for Prior Year's Encumbrances	-	198,307	-	-	198,307	-	(198,307)
Appropriated From Fund Balance	-	-	-	-	-	-	-
Fund Balance Used to Reduce the Tax Rate	649,880	-	-	-	649,880	-	(649,880)
Total Revenues	\$ 18,788,448	\$ 198,307	\$ -	\$ -	\$ 18,986,755	\$ 17,716,347	\$ (1,270,408)

GAAP is the budgetary basis used in the preparation of this schedule.

(Continued)

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
EXPENDITURES							
<i>General Government:</i>							
Commissioner's Office	\$ 221,364	\$ -	\$ -	\$ -	\$ 221,364	\$ 242,429	\$ (21,065)
Treasurer	7,696	-	-	-	7,696	7,800	(104)
County Delegation	7,696	-	-	-	7,696	12,130	(4,434)
County Attorney	579,033	-	-	-	579,033	591,899	(12,866)
Prosecutor's Grant	79,287	-	-	-	79,287	74,568	4,719
Regional Prosecutor	194,929	-	-	-	194,929	145,654	49,275
Finance	135,442	-	-	-	135,442	125,027	10,415
Victim Witness Grant	65,438	-	-	-	65,438	67,678	(2,240)
Computer Operations	95,257	-	-	-	95,257	81,652	13,605
Register of Deeds	523,608	-	-	-	523,608	494,489	29,119
Medical Referee	11,200	-	-	-	11,200	25,875	(14,675)
Human Resources	143,442	-	-	-	143,442	132,122	11,320
Personnel Administration	788,991	462	-	-	789,453	783,148	6,305
Maintenance of Facilities	611,750	-	-	-	611,750	540,635	71,115
Assisted Living	396,606	-	-	-	396,606	381,158	15,448
Safety	120,567	-	-	-	120,567	122,667	(2,100)
Conservation District	17,470	-	-	-	17,470	17,470	-
Contingency	-	-	-	-	-	3,250	(3,250)
Total General Government	3,999,776	462	-	-	4,000,238	3,849,651	150,587
<i>Public Safety:</i>							
Sheriff's Department and Dispatch	1,182,254	10,618	-	-	1,192,872	1,081,357	111,515
House of Corrections	2,377,612	3,688	-	-	2,381,300	2,499,144	(117,844)
Fire Mutual Aid	493,118	-	-	-	493,118	493,118	-
Total Public Safety	4,052,984	14,306	-	-	4,067,290	4,073,619	(6,329)
<i>County Farm</i>	280,899	-	-	-	280,899	284,334	(3,435)
<i>Human Services:</i>							
Human Services	5,910,959	31,083	-	-	5,942,042	5,762,027	180,015
HCS Community Care	98,752	-	-	-	98,752	98,752	-
Women's Crises Center	8,000	-	-	-	8,000	8,000	-
Monadnock Substance Abuse Center	7,750	-	-	-	7,750	7,750	-
Keene Community Kitchen, Inc.	6,000	-	-	-	6,000	6,000	-
Monadnock Family Services	79,757	-	-	-	79,757	79,757	-
Monadnock Development Services	35,000	-	-	-	35,000	35,000	-
Alternative Sentencing Program	320,949	-	-	-	320,949	268,459	52,490
Total Human Services	6,467,167	31,083	\$ -	\$ -	6,498,250	\$ 6,265,745	\$ 232,505

GAAP is the budgetary basis used in the preparation of this schedule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
<i>Capital Outlay</i>							
Down Town Campus	\$ -	\$ 7,481	\$ -	-	\$ 7,481	\$ -	\$ 7,481
Lattis Roof	-	20,000	-	-	20,000	7,266	12,734
Computer/Telephone Equipment	138,231	58,047	30,000	-	226,278	194,341	31,937
Sheriff Equipment	476,937	7,025	-	-	483,962	45,475	438,487
Courthouse Improvements/Sprinklers	-	10,273	-	-	10,273	-	10,273
Courthouse Equipment	600	-	-	-	600	74	526
Courthouse Building	5,100	-	-	-	5,100	5,100	-
Administration Building	600	-	-	-	600	682	(82)
Administration Equipment	1,800	-	-	-	1,800	43,398	(41,598)
Wastewater Treatment Plant	1,300	-	-	-	1,300	4,648	(3,348)
Water Treatment Plant	1,000	4,249	-	-	5,249	2,611	2,638
Wastewater Treatment Plant Equipment	-	-	-	-	-	1,292	(1,292)
Water Treatment Plant Equipment	36,100	3,586	-	-	39,686	29,523	10,163
House of Corrections Improvements	7,980	-	-	-	7,980	3,406	4,574
House of Corrections Program	-	-	-	-	-	-	-
Alternative Sentencing Program Equipment	-	-	-	-	-	-	-
Nursing Home Capital Outlay	70,000	41,795	232,605	-	344,400	302,605	41,795
Riverbank Erosion Control	-	-	-	-	-	-	-
Farm Improvements	33,000	-	-	-	33,000	34,121	(1,121)
Farm Equipment	772,648	152,456	262,605	-	1,187,709	674,994	512,715
<i>Total Capital Outlay</i>							
	386,601	-	-	-	386,601	386,601	-
<i>Debt Service</i>							
Principal on Long-Term Debt and Capital Lease							
Interest:							
Long-Term Debt	172,357	-	-	-	172,357	171,896	461
Tax Anticipation Notes	235,000	-	-	-	235,000	319,950	(84,950)
<i>Total Interest</i>	407,357	-	-	-	407,357	491,846	(84,489)
<i>TOTAL EXPENDITURES</i>							
	16,367,432	198,307	262,605	-	16,828,344	16,026,790	801,554
Excess (Deficiency) of Revenues Over Expenditures	2,421,016	-	(262,605)	-	2,158,411	1,689,557	(468,854)
<i>Proceeds of Long-Term Debt</i>							
	-	-	-	-	-	4,648	(4,648)
<i>Operating Transfers In</i>							
Special Revenue Funds:							
From Extension Service	-	-	-	-	-	1,141	1,141
Total Special Revenue Funds	-	-	-	-	-	1,141	1,141
Capital Projects Funds:							
From Capital Reserves	177,502	-	262,605	-	440,107	394,489	(45,618)
From Jail Capital Project Fund	-	-	-	-	-	-	-
Total Capital Projects Funds	177,502	-	262,605	-	440,107	394,489	(45,618)
Proprietary Funds:							
Internal Service Fund	-	-	-	-	-	-	-
Total Operating Transfers In	177,502	-	262,605	-	440,107	395,630	(44,477)

GAAP is the budgetary basis used in the preparation of this schedule.

(Continued)

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
Operating Transfers (Out)							
Special Revenue Funds:							
To County Extension Service	(211,304)	-	-	-	(211,304)	(211,988)	(684)
To Deeds Surcharge	-	-	-	-	-	-	-
Total Special Revenue Funds	(211,304)	-	-	-	(211,304)	(211,988)	(684)
Capital Projects Funds:							
To Capital Reserves	-	-	-	-	-	-	-
Total Capital Projects Funds	-	-	-	-	-	-	-
Enterprise Funds:							
To Nursing Home	(2,387,214)	-	-	-	(2,387,214)	(2,312,418)	74,796
Total Operating Transfers (Out)	(2,598,518)	-	-	-	(2,598,518)	(2,524,406)	74,112
Total Other Financing Sources (Uses) and Other Financing Sources (Uses)	(2,421,016)	-	262,605	-	(2,158,411)	(2,124,128)	34,283
Fund Balances, Beginning of Year	-	-	-	-	-	(434,571)	(434,571)
Fund Balances, End of Year	2,315,115	-	-	-	2,315,115	2,315,115	-
	<u>\$ 2,315,115</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,315,115</u>	<u>\$ 1,880,544</u>	<u>\$ (434,571)</u>

GAAP is the budgetary basis used in the preparation of this schedule.

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 8, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Butynski; Burrige; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandeau, Loll; Mitchell; Richardson; Sad; Weber; Commissioners Zerba, and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren.

Chairman Butynski opened the Executive Committee meeting at 9 AM. Everyone present introduced themselves.

Corrections

Superintendent Van Wickler spoke to the issue of the jail capacity, design rating and operation. Design capacity of the present jail is 57, design rating is 47. There are 80 population bunks and anything above that is a serious risk. This morning the jail had a population of 128. 17 are going to court this morning. He explained that this budget has added the funding for per diem costs in order to house inmates in outside sites. In leasing offenders out, we remain responsible for that offender. In the last few weeks, the HOC has experienced assaults on staff and inmates. The plan could be to send them to Strafford County because they have a new jail, they have the room, and our inmates are local there. He would prefer not sending anyone out. Rep. Sad asked how many inmates would be sent out, the superintendent stated that \$1 million would cover the costs for about 20 inmates for a year. Transportation, medical, loss of labor is not included in that amount.

Rep. Emerson asked about the raise in costs for the mental health practitioner. Director Trombly stated that last year the position was part time and this year it is full time. Rep. Butynski asked if a meeting has been held with the judges to discuss the population of the jail. Superintendent Van Wickler stated that with a new county attorney, he hopes there will be a meeting to discuss alternative sentencing. He stated that there are some people who do not belong on electronic monitoring.

Rep. Eaton asked if there is any authority held by the superintendent to boot anyone out of jail. The Superintendent stated that there is a discrepancy between the district court and superior court on what authority he has. Rep. Butynski suggested that some members of the Delegation be present at the meeting. Rep. Eaton asked the superintendent to poll his peers and ask if they would like a statutory change to give them the authority to make the decisions. Superintendent Van Wickler stated that there is a risk if he is the one to decide to release someone who has been determined to be incarcerated by other departments of the criminal justice system.

Rep. Butynski asked about the cost to put an inmate out as compared to what our costs are. To put an inmate in another facility would cost about \$55, to keep an inmate would be about \$65 a day.

Superintendent Van Wickler explained that the electronic monitoring oversight is done by the company we rent the equipment from, and the information is available to us by computer, when needed. Rep. Mitchell asked if the courts are aware of the overcrowding. Superintendent Van

Wickler stated that it is the prosecutors and the judges who make the decisions. The motion to approve the Corrections budget was postponed.

Alternative Sentencing

Gerry Pelletier stated that he would like to expand the program for pretrial reporting to reduce the number of inmates sent to the jail. The monitoring would be increased for this program. An additional person would cost about \$37-40,000.

Rep. Emerson asked about line 4460.29, outside services. Gerry stated that these are costs for screening, in patient treatment for the day reporting center. He stated that 58 people staying an average of 18 days at the HOC would cost about \$62,000. He stated that he can prepare some recidivism numbers in the fall. Chairman Butynski asked that this information be distributed to the Delegation. He asked Gerry if he is comfortable with the cuts made by the Commissioners and Gerry stated that he thinks it will be ok. Rep. Burrige asked that the report also include those who had not graduated from the program. Gerry stated that those who do not finish the program are difficult to track because approval is required in order to prepare the report. Chairman Butynski stated that he should offer his assistance to Gerry. **Rep. Emerson moved to approve the alternative sentencing budget, Rep. Mitchell seconded, voted unanimously.**

Maplewood

4418 Laundry Regina Holt

Rep. Sad asked if we are purchasing attends with group purchases. Administrator Wozmak stated that they go out to bid for purchases. Rep. Loll asked about line 4418.17, Flex spending account. Director Trombly stated that it is the funds for those employees who opt out of insurance benefits. Approval of budget was delayed subject to the HOC budget.

Housekeeping

4419

There was a question about the funds for a rug in the reception area. Rep. Eaton asked that the cost of the carpet without the maple leaf logo be given to the executive committee. **Rep. Eaton moved to accept the housekeeping budget, Rep. Lerandeau seconded, voted unanimously.**

Sheriff

4211

The Sheriff stated that the budget is basically the same but there are increases in the dispatch personnel and deputy personnel line. He stated that he is always competing with the police departments in retaining deputies. Rep. Hunt asked about the costs for the bloodhound. The Sheriff gave a history on the project and stated that the bloodhound life of the dog is about 7 years. He explained the various transportation issues of the deputies and that they respond to local police calls. Rep. Weber asked why there are so many dispatchers in the county. The Sheriff explained the duties of the various departments, which include the Keene police dispatch, Fire Mutual Aid dispatch and the sheriff dispatch. Commissioner Pratt gave an overview of the FMA and the Sheriff's dispatch center. Sheriff Foote stated that 41,000 calls came in last year. He explained what type of calls he responds to. Rep. Loll asked if he takes over for the local police but it is usually the

state police who are available to the towns. The Sheriff explained that the deputies primary function is to serve civil processes (bad debt, evictions, child support issues). They serve about 3000 a year. There is revenue received from serving and from the courts for security, which is about \$244,000. Rep. Burrige asked about the grant for the mobile command center. The sheriff stated that after the flood in Alstead, he believes that the command center is very much needed in case something happens to the dispatch center. If a disaster required them to move out of the courthouse, the mobile command center would be used.

Rep. Burrige asked if the dispatch personnel are APCO certified, because then he would be more apt to allow additional hiring. The Sheriff stated that they are in the process of getting everyone certified. There are no personnel who are certified. Commissioner Pratt testified to the disaster in Alstead and that there were two deputies from the sheriffs office at the disaster. The sheriff gave his justification to hire three personnel for dispatch. Commissioner Zerba gave an overview of the grading system used for county personnel requests. Rep. Eaton suggested that the motion to approve be tabled, 10 voted yes, two no.

There being no further business, at 11:50 AM, the meeting was suspended to meet on January 22 at 9 AM.

Barbara Hull Richardson

Minutes approved on Feb. 19

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 22, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski; Emerson; Hunt; Johnson; Lerandean, Loll; Mitchell; Richardson; Sad; Weber; Commissioners Zerba, and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9 AM.

DELEGATION 4120 - Administrator Wozmak explained that any member of the Delegation who attends a Delegation, Executive Committee or subcommittee meeting is paid for attendance, even if they are not a member of that committee. There were no further questions.

COMMISSIONERS 4130 - Outside services was discussed regarding the restoration of the Hungry Lion mural. Terry will bring in photos of the mural we are discussing being restored.

There was discussion on the amount of funds in the legal line. Administrator Wozmak stated that it was in anticipation of jail site issues. It was decided to reduce this line to \$10,000. Dues, membership and subscription was reviewed and discussed. There were no further questions.

GENERAL COUNTY - Administrator Wozmak explained how the general county budget covers the safety officer and various other items falling in that category such as insurance and furniture purchase. Workers compensation rates were increased, which resulted in an increase for the budget. He explained that equipment purchase is in the general county budget as requested by the auditors.

Rep. Hunt suggested that the Cheshire County Historical Society be given the historical items listed under outside services. He suggested that the \$760 be taken out from the budget and it was agreed by all. There were no further questions.

FINANCE - Director Trombly explained her budget. She offered a reduction to the audit line by \$3800 from \$25,700 down to \$21,900 because a single audit will not have to be done. There were no further questions.

MISCELLANEOUS - Administrator Wozmak offered several reductions to the budget. Remove the funding for the card reader capital project line 4900.89.11; remove \$1500 from capital budget for carpet 4900.97.54; \$6500 infrared device for PT 4900.97.57; and increase skilled revenue for MNH by \$161,177 due to an increase in census; and increase Medicaid revenue because of a rate increase adding \$230,000.

Computers Capital Equipment 49000-97-34 - Rob Hummel reviewed the computer capital equipment for the HOC, the jail inmate management program. He explained how the program is used at the HOC. The original program was purchased in 1999 and it does not include imaging capabilities. \$52,222 includes the license agreement for software and hardware. It allows every terminal involved in the justice system for the county to access images. He expects the system to be an 8 – 10 year life.

Wendy Putnam reviewed the computer capital equipment, which includes the Time and Attendance and Scheduling program for HR and nursing at \$129,000. Bob Hemenway stated that scheduling for the

nursing home includes about 200 employees. The program will allow computer access to employees to review schedules and request time off. Wendy Putnam reviewed the fact that a new employee has to be entered into four different programs. This new program only has to be entered at once. Maintenance costs for the program are about \$31,000 a year, as compared to the cost for Kronos at about \$6000. A Kronos update to their new program is 110,000, with an annual maintenance at about \$7000. Director Trombly stated that she felt the Valiant program would be easier to use and has the most features. She said they had a stronger scheduling component. Rep. Hunt suggested that a subcommittee be established to review this program. He, along with Reps. Sad and Weber will meet with Administrator Wozmak and several employees involved with the program to review this and report back to the executive committee.

Wendy Putnam reviewed the LNA charting program. Bob Hemenway addressed the issues with a charting program and will allow the LNA's to code in what they have done for a resident at the time of doing it. Mindy donJuekin stated that her concern is that real care is done in real time and noted in the resident notes at the time. The nurse manager can check the work done for a resident on that shift. Chairman Butynski thanked everyone present for their input. Wendy noted that this program includes the kiosks that would be put on the floors for use by nurses. It was agreed that the LNA charting program be included in the subcommittee review.

Wendy stated that line, Computer Telephone, 4152.68 be dropped to \$14,788, and 4152.97, Equipment Purchase, add \$840 for equipment at the HOC.

DEEDS - Register Hubal was absent and Administrator Wozmak was requested to review the deeds budget. He noted that we are in year 8 of 10 in the restoration project. The balance of the budget will be reviewed at another time.

HUMAN RESOURCES - The recruiting, complementary therapy and tuition reimbursement lines will be moved back to personnel administration as requested by Rep. Hunt and agreed to by the committee. It was agreed to cut the amount funded for complementary therapy be reduced to \$2000. There were no further questions. Director Trombly stated that there was an increase of only 2% in health insurance.

FACILITIES - MNH - Rep Sad asked about the Honeywell fees. Administrator Wozmak explained that the Honeywell energy project has resulted in a reduction of energy usage in county buildings. Rep. Sad asked if the security system costs have ever been put out to bid. Administrator Wozmak stated that he believed they had. There were no further questions.

ACTIVITIES 4421 - Steve Wilson presented and reviewed the activities budget and explained the number of hours that his department spend with the residents, ensuring that all residents are involved in activities, no matter their abilities. This is a requirement by the state. There were no further questions.

There being no further business, at 11:50 AM, the meeting was suspended to meet on January 29 at 9 AM.

Barbara Hull Richardson

Minutes approved on Feb. 19

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 29, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski; Eaton; Emerson; Hunt; Johnson; Lerandeau, Loll; Mitchell; Richardson; Sad; Weber; Commissioners Rogers, and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9 AM.

UNH Nancy Bradford-Sisson introduced herself to the group. She reminded everyone about the County Conversations meeting of Feb. 5 at HCS and they were all invited.

Nancy asked for an adjustment to the travel line, increasing by \$850 to \$17,550, as a result of the increase in the IRS mileage reimbursement rate. She stated that 4611.97 increase in equipment is to replace two computers. Chairman Butynski thanked her for her presentation.

The committee who met regarding the computer time and attendance program gave their input regarding their meeting last week. Rep. Weber felt that it may be a good program but feels it is a lot of money and would like to see what the financial impact of the program would be to the budget. She also feels that a maintenance cost of \$30K a year is too much. Administrator Wozmak stated that they found that Genesis nursing home uses the program. He stated that the program may be pulled back a little and everyone can see what the program can do this after noon at a meeting on the program. Rep. Hunt felt that it is a huge package for a small nursing home. He felt that some money could be put in capital reserves, about \$30K for another year. Director Trombly stated that she feels the \$129K is too much. It was decided to remove the \$129K from the capital budget.

Rep. Mitchell asked for a discussion about the 640+ acres the county owns. Rep. Allen stated that he thinks the property should be kept as woodland. Rep. Hunt stated that he feels the best use would be to sell to developers. Rep. Weber stated that she would like to see the land retained as a resource to the county. Rep. Eaton stated that maybe we should look at a conservation of the land. Rep. Johnson stated that she feels the residents of the nursing home should be nearer to services.

FARM David Putnam gave an overview of the farm budget. He stated that grain prices are high. The herd consists of 135 cows, and we raise our own replacement stock. He stated that repair of equipment is difficult to determine in advance because there is no way to know what equipment will breakdown. We have 52 acres of tillable land. The bailer we purchased several years ago will be paid up this April. David reviewed the purchase of feed bunks because of the lack of help from the jail. He explained that about 2500 people visit the farm during the course of a year. Rep. Emerson asked how much labor will be lost with the move of the jail. He stated that it will add an additional FTE.

Commissioner Pratt explained that the \$450K for labor costs that would be incurred when the jail is relocated included inmates that work at the nursing home and the farm. Commissioner Rogers stated that the inmate issue depends on what is done about the jail. Rep. Hunt asked Dave if there is a way to turn around the farm budget to break even. David said that family farms are becoming scarce, and the two farms in the area are becoming larger. Rep. Sad stated that she thinks we could look into an organic farm and that there was a meeting that evening in Walpole about organic farms. David said he looked into organic farms and that it takes three years to turn organic. Costs would increase greatly. He stated that there are many things at the farm that are already organic. Rep. Mitchell stated that what she can see is that the farm has cost the county about \$600K to maintain a tradition. David stated that the inmate labor does not give any value to the value of the farm. He feels that working at the farm produces a work ethic to the inmates, making them more

responsible. He stated that a new inmate is trained at the farm about every 25 days and that is very time consuming, but it is a benefit to the community.

Rep. Eaton stated that the county needs to bring the farm up to the best it can be or just turn it in. David stated that the average work week is 60 hours, summer and fall is about 80 hours a week. He stated that as a farmer, you know that you will be working as many hours as is needed to run the farm. There is one capital item in the budget for \$40K for a truck with a plow, noting that the farm truck also plows the jail and nursing home. There were no further questions. The committee thanked David for his presentation.

Administrator Wozmak stated that \$45K funding is being requested for rehab of the Blood Farm. There is an obligation to do some work at the house. Rep. Hunt suggested the rent be increased to cover maintenance on the land. Administrator Wozmak stated that putting the item in the budget was principally to encourage discussion on the building. Commissioner Pratt stated that the Delegation needs to think about the future of the farm. It was suggested that a new committee be set up from the executive committee and the farm committee, including the Commissioners, to discuss the farm. Chairman Butynski would like to start up the committee. Commissioner Rogers stated that he doesn't think making a decision on the farm should be done 6 – 8 weeks before the budget is approved. It is important enough to do it without pressure.

Rep. Loll suggested that perhaps the jail should be used as a rehab center once a new jail is built.

TREASURER

Commissioner Pratt suggested that the budget be reviewed in the absence of the Treasurer. The budget was reviewed and approved.

HUMAN SERVICES

Mimi Barber presented an overview of her budget. She stated that her responsibility is to make sure there is enough money in the budget for the next twelve months. She explained how a new program by DCYF is being established for providers for direct payment to them, and the county would just pay the bill without input. She presented updated figures to her budget, which result in a net decrease of \$125K from her budget. Administrator Wozmak stated that he asked Mimi if she can reduce the budget by an additional \$125K. Mimi agreed to do so, with the caveat that an adjustment may have to be made depending on the billing she receives. The committee approved the budget with the changes. Commissioner Pratt commended Mimi for her work.

CONSERVATION DISTRICT

Ken Wright, district manager distributed a report on the role of the district to the committee. There is about \$300K in funds obtained for county residents. He is requesting a decrease to \$14,307 for his budget. They are looking for alternate funding sources for their budget. Administrator Wozmak explained that the only item that used to be in the budget was the salary and a stipend for health insurance and did not include other items in the budget. An amount of \$17,470 would be the amount we have historically paid toward the Conservation District. **Rep. Hunt made a motion to change the budget amount of \$16,057, Rep. Sad seconded.** Discussion followed. A member of the District board stated that the small amount given brings in a great deal of funding for county residents. Rep. Weber stated that he thinks the \$17,470 is a good amount. **Rep. Hunt withdrew his motion and Rep. Weber moved to approve the \$17,470, Rep. Allen seconded, voted unanimously.**

FACILITIES

Barry King presented a reduction in the supply line for salt and sand down \$700 to \$12,000. Fuel oil, 65.11 should be reduced by \$10K down to \$199,801. Electric utility increases are based on history. Rep. Sad asked about the energy saving program and asked if those savings are included in the budget, Barry stated they were. Capital improvements for the card readers should be deleted by \$40K.

Barry reviewed the repairs needed at the Blood Farm, replacing windows, roofs, chimney, porch roof, garage roof and sill work. Barry feels the sills and roof are the first things to do. Barry will bring in a breakdown of the costs for repairs. The balance of the budget will be completed at the next meeting.

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 29, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski; Eaton; Emerson; Hunt; Johnson; Lerandau, Loll; Mitchell; Richardson; Sad; Weber; Commissioners Rogers, and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9 AM.

UNH Nancy Bradford-Sisson introduced herself to the group. She reminded everyone about the County Conversations meeting of Feb. 5 at HCS and they were all invited.

Nancy asked for an adjustment to the travel line, increasing by \$850 to \$17,550, as a result of the increase in the IRS mileage reimbursement rate. She stated that 4611.97 increase in equipment is to replace two computers. Chairman Butynski thanked her for her presentation.

The committee who met regarding the computer time and attendance program gave their input regarding their meeting last week. Rep. Weber felt that it may be a good program but feels it is a lot of money and would like to see what the financial impact of the program would be to the budget. She also feels that a maintenance cost of \$30K a year is too much. Administrator Wozmak stated that they found that Genesis nursing home uses the program. He stated that the program may be pulled back a little and everyone can see what the program can do this after noon at a meeting on the program. Rep. Hunt felt that it is a huge package for a small nursing home. He felt that some money could be put in capital reserves, about \$30K for another year. Director Trombly stated that she feels the \$129K is too much. It was decided to remove the \$129K from the capital budget.

Rep. Mitchell asked for a discussion about the 640+ acres the county owns. Rep. Allen stated that he thinks the property should be kept as woodland. Rep. Hunt stated that he feels the best use would be to sell to developers. Rep. Weber stated that she would like to see the land retained as a resource to the county. Rep. Eaton stated that maybe we should look at a conservation of the land. Rep. Johnson stated that she feels the residents of the nursing home should be nearer to services.

FARM David Putnam gave an overview of the farm budget. He stated that grain prices are high. The herd consists of 135 cows, and we raise our own replacement stock. He stated that repair of equipment is difficult to determine in advance because there is no way to know what equipment will breakdown. We have 52 acres of tillable land. The bailer we purchased several years ago will be paid up this April. David reviewed the purchase of feed bunks because of the lack of help from the jail. He explained that about 2500 people visit the farm during the course of a year. Rep. Emerson asked how much labor will be lost with the move of the jail. He stated that it will add an additional FTE.

Commissioner Pratt explained that the \$450K for labor costs that would be incurred when the jail is relocated included inmates that work at the nursing home and the farm. Commissioner Rogers stated that the inmate issue depends on what is done about the jail. Rep. Hunt asked Dave if there is a way to turn around the farm budget to break even. David said that family farms are becoming scarce, and the two farms in the area are becoming larger. Rep. Sad stated that she thinks we could look into an organic farm and that there was a meeting that evening in Walpole about organic farms. David said he looked into organic farms and that it takes three years to turn organic. Costs would increase greatly. He stated that there are many things at the farm that are already organic. Rep. Mitchell stated that what she can see is that the farm has cost the county about \$600K to maintain a tradition. David stated that the inmate labor does not give any value to the value of the farm. He feels that working at the farm produces a work ethic to the inmates, making them more

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, February 5, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski; Eaton; Emerson; Hunt; Johnson; Lerandeau, Loll; Mitchell; Richardson; Sad; Weber; Espieffs; Commissioner Rogers; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9 AM. He welcomed the representatives from HCS for their presentation.

HCS Barbara Duckett, CEO, gave an overview of the outreach program and the services supplied to residents. This includes basic health and home care services available to homebound residents. These services help people remain independent and keep them at home rather than in a nursing home. She was questioned about the congregate meals held in various towns by HCS. She stated that the meals are open to anyone, and they cannot discriminate who comes. Notices and word of mouth is how information on the location of the meals is held. Rep. Mitchell asked how they go about getting additional endowments. Barbara stated that there is an annual appeal and capital campaigns to increase their endowments. There were no additional questions.

MCVP Robin Christopherson, Executive Director, stated that the funding request of \$8000 is general operation money, which covers the rent with \$1000 for general operations. There are eight full time and three part time employees. She explained how space is becoming tighter at the courthouse but being close to the county attorney and victim witness personnel works well for them. She feels it is a good relationship with the county. There were no further questions.

Monadnock Substance Abuse/Acting Out Linda Rubin explained that they work through schools, in shelters, through the court system, women's support groups and intervention groups. She gave an overview of the services and programs included in the acting out program with youth. They are requesting \$5750 for the Substance Abuse program and \$2000 for Acting Out. They are always working with schools to get programs going. They have groups at Keene HS, Keene Middle School and Monadnock Regional, and a college group from Franklin Pierce. They are trying to get a group going at Conval. They are working at this time with Fall Mountain. They work within the school to identify students who could benefit from the program. Rep. Loll asked if there are drug or alcohol issues they deal with. Linda stated that they are brought to their attention by the school. Rep. Sad asked why they are presenting separately from MFS. They were asked many years ago to present their request as a separate entity. There is work being done by the state to establish a coalition to look at what is needed in the communities.

Community Kitchen Ann Davis gave an overview of the program. She stated that they have been in existence since 1983 and have served over 9 million meals. Last year they produced 700,000 meals. The number of hot meals went up and they are seeing more people bringing families in for hot meals. They distributed 35,000 boxes of food. About 237 families were helped at Thanksgiving. The kitchen is closed on weekends and holidays and Ann stated that there is just not enough manpower. Additionally, for holidays they were conflicting with other organizations in the area. There were no further questions.

Keene Senior Center Peggy O'Keefe gave an overview of their budget. The Center allows seniors to come together, and there are about 70-110 people coming in a day. Rep. Johnson asked if there are any additional grants they can look for. Peggy stated that there are grants and she will be looking at them. There were no further questions.

MDS Carol Brown stated that they served 55 families last year and with state funds they were able to serve 124. Carol gave an overview of the services they provide to county resident families. One of the key services they provide is respite services. They would like to increase the number of families they serve and increase the hours of respite to three hours a week and to increase the pay rate for the providers. They have 32 families who are waiting for services. They have started an out reach program. The individual respite services are their core piece. Chris Coates thanked the group for the county's support and advised them that their numbers are exploding. They have not gone to the City or towns for funding. Rep. Hunt stated that he prefers they come to the county only and not to both county and towns/city. Carol explained how families are chosen to receive services. There were no further questions.

MFS Ken Jue stated that MFS serves 35 towns in the Monadnock area, from Alstead to Wilton. They have served the community for 101 years. The funding requested is for the uninsured and underinsured. There are about one out of 20 people who use their services. These include child services, case management, in home services and medical services. The members of the MFS board who were present confirmed the need and the funding is level funded from last year. Doug Iosue stated that health plan deductibles and copay amounts are increasing, which results in the underinsured residents requesting services. He stated that their emergency services cover 4 South at the hospital and they cannot admit after assessment but must contact a provider for evaluation for admission. There were no further questions.

A ten minute break was taken.

Female Offender Program Christine Brehm gave an overview of the program, which is to address the needs of female offenders in Cheshire County. They do case management. Most female offenders have situational issues that contribute to their incarceration. They work with them in a group format and individually, providing stabilization services. She is looking at additional funding and stated that they will not be back next year for funding. She stated that when she submitted her original budget request, she put it together under a time restraint and she is reducing that amount to \$12,000. Individuals will receive housing for 6 – 24 months, and they will pay rent and utilities, and when they leave will be given a renters reference. There were no further questions.

FMA Paul Szoc presented their budget and program, which includes EMS, Hazmat and emergency management issues. He gave statistics on the services they support and the number of calls received. During the flood last year they manned an emergency trailer in Alstead. He explained the various programs they in which are involved. Administrator Wozmak explained that the county makes six equal payments to FMA. Paul explained what they would do in the event of an emergency. Everyone in the room was invited to visit the facility.

4th Quarter 2006 Budget Review

Director Trombly stated that we came in under budget in expenses but revenue was under budget, which resulted in a deficit. Rep. Allen stated that a 1% short fall was very good. Administrator Wozmak stated that at this time we are almost fully staffed within nursing, which should reduce costs. The use of registry is dramatically lower at this time. He stated that in 2007 should be down even more because of the reduced registry hours. Rep. Allen made a motion to accept the 4th quarter budget, seconded by Rep. Richardson. Motion passed unanimously.

There being no further business, at 12:10 PM, the meeting was suspended to meet on February 12 at 9 AM.

Barbara Hull Richardson

Minutes approved by phone on February 26

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, February 12, 2007 9 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Eaton; Emerson; Hunt; Johnson; Lerandeau, Loll; Mitchell; Richardson; Sad; Weber; Commissioners Zerba, and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9 AM.

County Attorney Peter Heed presented the budget for the county attorney office. He noted that he sees how hard everyone works for the county, both in his office and in the administrative offices. He stated that there was almost a complete turnover of staff last year. He introduced the employees present from the attorney's office and noted that he is interviewing to fill the vacant positions.

He explained the origin of the regional prosecutor position that is under discussion, in addition to explaining what work they do. He stated that they will work with the original eight towns who had been involved in the regional prosecutors and that the funds from the towns will be used to work in the district courts. He expects that other towns may become part of the program. There will not be any tax increases to the county residents for this program, as it will be paid for by the eight towns. As of last week they can start the program this week. Elizabeth Cleary will be taking over the position. An office will be created near the District Courts. Rep. Hunt expressed his concern that towns may decide to participate at one time and decide not to participate at another.

Commissioner Pratt stated that the Commissioners are asking the Executive Committee to authorize them to go forward. He feels that it is a great thing for the county to do. Administrator Wozmak explained that the county is assisting the towns at their request and that we are only looking at administering the funding. It is a budget neutral item. Commissioner Pratt stated that at a meeting with the eight towns, they all agreed to go forward and we are now preparing a memorandum of understanding for the program. Rep. Hunt stated that a MOU could go forward with the authorization of the executive committee and bring it forward to the Delegation. Rep. Hunt moved to authorize the county attorney to draw up a MOU between the eight towns for the regional prosecutor pilot program for three years, with the intent that it will be funded through those towns that are involved in the grant and that final approval must be made by the Delegation (this will be discussed and voted on Feb. 21 at a meeting in Concord) and ratified in March at the Delegation meeting, Rep. Weber seconded, voted unanimously. Chairman Butynski suggested that a memo be sent out to the Delegation regarding the program. Rep. Eaton moved to accept the Regional Prosecutor budget, Rep. Weber seconded, voted unanimously.

Attorney Heed noted his request for an additional \$10,000 to be added to his budget for extradition. Rep. Eaton suggested that the increase in budget be requested at the time it is needed, Attorney Heed agreed to do so. He requested adding \$1300 to his travel line and reduce the extradition line by \$1300. Rep. Hunt moved to raise the travel line to \$3000 and reduce the extradition line to \$4700, Rep. Eaton seconded, voted unanimously. Budget was approved unanimously.

Victim Witness
by a grant. There were no questions.
Medical Examiner

Director Trombly explained that this department is funded
Budget approved as shown.

A short break was taken.

Commissioner Zerba brought before the committee the meeting to be held on March 5 and 12 regarding the jail site. They are proposing the Hill site for the jail and the Commissioners expect to take a formal vote next week to make this recommendation to the full Delegation. There was a discussion on the jail building location, costs and utility costs.

Social Services Kathryn Kindopp introduced Teresa Speaker who reviewed the services the department gives and the budget requested. She stated that there are two fulltime and two part time social workers.

Occupational Therapy Gina Cutler introduced herself. She reviewed the work done by the department. The increase in the outside services budget covers a full time speech therapist. This is a reimbursable service and there is \$37,000 in revenue for this line. There were no further questions.

Physical Therapy Kathryn Kindopp reviewed the budget. About 2/3 of the residents are on physical therapy. She reviewed the equipment capital purchases and repairs. She explained how equipment is purchased as needed and to fit individual clients. There were no further questions. Budget was approved.

Miscellaneous services for Residents Kathryn explained that the budget for the speech therapist would be taken out when one is hired. She explained that 4426.29.22 is for dance therapy, which has helped reduce the number of falls. There were no further questions.

Capital Expenditures Kathryn noted that the \$37,000 is for mattress replacement. She explained that the new mattresses are specifically for nursing home use and will have a life of 15 years and do not have to be flipped. She reviewed the entrapment prevention equipment that is used for residents' beds to keep them from falling within the areas of risk.

Chairman Butynski asked for information on the reductions made to the budget to date.

Nursing Administrator Wozmak explained that the budget was reviewed by Mindy don Leukin in order to reduce the funding used for registry nurses. She stated that her goal is to eliminate the use of registry personnel. She is also addressing overtime and that she has instituted a policy that no one can receive overtime without prior approval. They are also looking at getting per diem staff on for regular hours. These are the major control issues addressed.

Assisted Living Maria Miffek explained that there are 10 units on the two floors with a total of 20 units. Revenue for AL is \$451, 500. There were no questions.

Administrator Wozmak stated that the reductions made to the Commissioners' Proposed budget have been reviewed and bring the increase in taxes to be raised down to 10.3%. Chairman Butynski requested this be submitted in writing. Commissioner Pratt stated that the DOC cuts predicate that a jail site vote is approved. If not, the approximate \$490,000 taken out will have to be put back in the budget.

Facilities Barry King stated that all repairs on the Blood Farm have been put off until next year.

The capital projects for the DOC was reviewed.

Landscaping costs of \$3000 for the courthouse were taken out of the budget.

There being no further business, at 12.10 PM, the meeting was suspended to meet on February 19 at 9 AM.

Barbara Hull Richardson

Minutes approved by phone on February 26

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Public Hearing
Monday, March 5, 2007 7 PM
Keene Middle School, Keene, NH

PRESENT: Representatives Allen; Butcher; Butterworth; Butynski; Dunn; Espieffs; Hunt; Johnson; Lerandeau, Loll; Mitchell; Richardson; Sad; Weber; Weed; Commissioners Zerba, Rogers and Pratt; Administrator Wozmak; Superintendent Van Wickler; Finance Director Trombly; Ex. Asst. Warren

Vice Chair Mitchell opened the hearing at 7:00 PM and requested to those present that if they wish to speak they sign up at the sheet on the podium. She noted that the presentation will be given first and then those with questions may speak after that. She handed the meeting over to Chairman Zerba. Commissioner Zerba introduced those presenting for this meeting and spent some time explaining how the estimated cost rose from \$35 million to \$37 million. He explained that since the first Public Meeting notice was advertised, bids from a similar jail project in upstate New York came in at nearly \$300 per square foot, placing our project at slightly more than \$37 million.

Superintendent Van Wickler explained the drawings that were set up front. He referred to the Liebert and Bennett reports. These reports were prepared with input from departments throughout the judicial system in order to determine what would be needed for the future, in the building and in programs.

He explained the floor plan and the purpose of each area. He explained that the jail processes more inmates than at a prison, because of the short sentences. He explained that the better the design of the jail, the less the operating costs are. There will be a programming wing in the new jail, which will take care of the programming issues of the inmates, which are a deterrent to recidivism. He explained the classification system used at the jail and that the jail staff has spent a great deal of time reviewing the jail plan. Commissioner Zerba thanked the Superintendent for his presentation.

Administrator Wozmak explained the diagrams that indicate the jail site location and costs and the location of the jail on 13 acres of the Hill property on Route 101. He explained that a traffic study is going to be done. He showed the chart that breaks out the costs, which total to about \$37 million. He showed the chart, available to those attending that gave detailed information on the construction, excavation, water and sewer costs. The floor was opened to those who had signed up to speak.

1. Nancy Carlson – Thanked the Commissioners and Delegation for not putting the jail in Swanze. She stated that she would like to see comparisons of the sites. She said that we should be concerned about operating costs.
2. Paul McGuirk – He stated that the farm has shown a loss every year since the 1980's and he requested that we give continued consideration to using the inmates at the farm.
3. Toby Iselin - stated that he feels that there are too many people being incarcerated and that building a jail in Cheshire County is not a good decision.
4. George Iselin – stated that he supports the jail being built in Westmoreland. Cheshire County already owns land for the jail. He believes there has been flooding at the Hill site and we should be concerned about this. He doesn't think the mix of a corporate park and housing is a good mix.
5. Mary Iselin spoke about the inmates who worked at the farm and nursing home and that it was good for them to work there.

Commissioner Rogers addressed some of the comments. He explained that the sheriff's office makes many trips back and forth from the jail to the courts during the day, so the transportation for inmates would not be increased that much. The Commissioners recognize that transportation will have to be done for inmates on a daily, or more, basis. He explained that only those inmates falling within certain low risk classifications are used at the farm or nursing home. Commissioner Zerba explained that we have been considering outsourcing inmates because of the overcrowding at the jail.

Administrator Wozmak addressed the drainage issue at the site. He stated that the architect believes that some of the work that will be done on the site will take these issues into consideration.

Commissioner Zerba stated that the comparisons of the various sites were comparable because the different sites required different issues be addressed, i.e. acquisition costs, utility costs, excavation costs, etc. He addressed the \$2 million increase since last year. Two years ago, the building costs were \$204 per square foot; the current costs are \$298 psf. The increases in costs are because of the increased use of building materials by growing countries. Commissioner Pratt stated that he agrees with Toby that perhaps the people in Washington and Concord will and should give more consideration to the laws that are resulting in overcrowding in the jails.

Commissioner Rogers stated that he also believes there are many people in jail who should not be there. Some are mentally ill, some are there because of substance abuse. He explained the Alternative Sentencing Program that was created by the County for those who could be helped by treatment programs. We are also working on establishing a pretrial release program. The staff at the jail want to work with the inmates to learn basic life tools. But, he stated the county has no control over who goes into the jail, that is the decision of the judges.

6. Laurie Donohue stated that there is the question of toxic clean up and the costs of that. Also the traffic impact should be studied ahead of time. Administrator Wozmak stated that preliminary information indicates the clean up costs would be about \$100,000. The environmental engineer thinks that the costs will be insignificant. He stated that the jail is not a high traffic location and will not affect the traffic on the road.
7. Judd Dexter stated that he is concerned about the costs of the jail. What are we going to do to guarantee that we are not going to go back to the taxpayers for more money. Commissioner Rogers stated that development and design have gone as far as it can until the bond is approved and at that time the building would be designed for the site. There are specific requirements of a jail and therefore there are specific costs related to it. The cost to build has gone up thereby raising building costs. The Commissioners will make all the adjustments that they can. We are trying to avoid the mistakes we made in the previous two jails we built in 1976 and 1984.

Vice Chair Mitchell asked if there were any other members of the public who wished to speak, hearing none, she thanked those who did speak.

There being no further business, at 8.06 PM, the public hearing was adjourned.

Barbara Hull Richardson

Minutes approved by phone on March 22, 2007

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting
Monday, March 12, 2007 7 PM
Keene Middle School, Keene, NH

PRESENT: Representatives Allen; Burrige; Butcher; Butterworth; Butynski; Chase; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandean, Loll; Mitchell; Parkhurst; Plifka; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Zerba, Rogers and Pratt; Administrator Wozmak; Superintendent Van Wickler; Ex. Asst. Warren

Chairman Eaton opened the meeting at 7:08 PM.

Rep. Mitchell moved to raise and appropriate a sum not to exceed thirty seven million dollars (\$37,000,000) to finance the land acquisition and related costs as well as the costs associated with the design, construction and equipping of a county correctional facility located on Route 101 in Keene, NH, otherwise known as the "Hill Property", such sum to be raised through the issuance of bonds or notes pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to (1) issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and (2) to negotiate, execute and deliver any documents necessary to the land acquisition and purchase, seconded by Rep. Sad. Discussion followed.

Rep. Chase noted that the building should be built to LEEDS standards. He asked if this is the time to make an amendment. Chairman Eaton said that the Commissioners are aware and have discussed the issue and they know that it is the wish of the Delegation and that it should not be in the form of an amendment to the motion.

Rep. Johnson stated that she does not understand some of the costs on the chart. David Lay from SMRT explained the soft costs, A & E design costs, expenses, civil engineering, survey and borings, costs of a clerk of the works.

Rep Butynski moved to amend the motion to raise and appropriate a sum not to exceed thirty five million and a half dollars (\$35,500,000) to finance the land acquisition and related costs as well as the costs associated with the design, construction and equipping of a county correctional facility located on Route 101 in Keene, NH, otherwise known as the "Hill Property", such sum to be raised through the issuance of bonds or notes pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to (1) issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and (2) to negotiate, execute and deliver any documents necessary to the land acquisition and purchase, seconded by Rep. Lerandean. Rep. Butynski spoke to his amendment because he feels the larger the jail we build, the larger the population will be. He feels that the taxpayers are over burdened, and that the project needs to get done and he will vote for \$35.5 million, not for \$37 million. Rep. Mitchell addressed that we need to do this right and we should not go back to the taxpayers in a few years for more funds. She asked Rep. Butynski if he would reconsider \$37 million.

Rep. Weed asked how he came up with a figure of \$1.5 million, what the impact of the difference would be to the taxpayer. He noted that he has attended several academy graduations and he believes the staff is committed to that process. Rep. Butynski stated that he thinks there are other programs that will reduce the funds needed to jail offenders, and with less cells there would be less inmates.

Rep. Allen asked if Rep. Butynski spoke to the superintendent about reducing the number of cells, thereby reducing recidivism. Rep. Butynski stated he has not. Rep. Burrige stated that New Hampshire is listed as the sixth lowest in the nation per capita incarceration, and that there will be an increase in serious violent crimes expected in the next 15 years.

Rep. Butterworth stated that the jail is designed for the next 50 years. The difference of \$35.5 and \$37 million will result of a difference of \$2.04 per year per \$100 K valuation of a house. Rep. Mitchell asked about whether the cost of outsourcing is being considered in the figure. Rep. Butynski stated that he thinks the jail at \$35.5 will still house a sufficient number of inmates.

Rep. Robertson stated that he does not know where the financial cut would be and how it would affect the inmates. He believes that if all the \$37 million is not needed, the Commissioners will not spend it. He thinks it is arbitrary to take out \$1.5 million.

Rep. Lerandeau asked if the Delegation believes the Commissioners can work with the amended amount. If so, vote for the amended amount.

Rep. Roberts stated that he looked up old reports from MacMillan that stated they would build the building for \$30 million in 2006. He stated that he doesn't think the jail should consider housing federal prisoners, and the building should not be built with that in mind.

Rep. Allen asked why does he think we are building for federal prisoners? We are building for decades in the future and in the mean time the unused space could be used for federal prisoners and thereby bring in funds. The larger jail will last longer into the future.

Rep. Dunn believes that the issue of building a jail was in existence before he became a legislator. He understands as a retired person that taxes will be affected. If there is a way to save money, he believes the Commissioners will do so. He encouraged that the amendment be voted down.

Rep. Chase stated that the \$37 million is a compromise already and he recommends voting for it.

Superintendent Van Wickler stated that it was about 1997 that he brought the jail issue before the Delegation. He stated that it was recommended that six changes be made to the justice system to reduce inmate population, and the county has implemented four of them. He stated that he has never heard of a judge who doesn't send a prisoner to jail because the jail is crowded. He stated that we never said we were building the jail for federal prisoners, but that if we had empty beds, they would be available for the feds. He asked that the Delegation vote for the \$37 million.

Rep. Dunn stated that he would like to say he doesn't like paying taxes, but paying taxes is patriotic.

Rep. Lerandeau moved to limit debate, Rep. Dunn seconded, voted unanimously.

Motion on the amendment to reduce the bond amount to \$35.5 million roll call vote taken, motion failed 17 to 5. On the original motion of \$37 million, a roll call vote was taken, motion passed 19 yes, 3 no.

Commissioner Pratt congratulated the Delegation for their vote and noted that it has been a long road. He recognized Superintendent Van Wickler and his staff; and Commissioner Zerba, who has not had an easy time in the process. Rep. Roberts moved to reconsider the vote for the bond, Rep. Allen seconded, voice vote taken, motion failed unanimously.

Rep. Robertson stated that in losing it is not a terrible thing because you stood on principle. We are still friends. Commissioner Rogers thanked those who voted for this and the Commissioners will do everything in their power to keep the price down. We have come to the end of a long process. Rep. Chase thanked the group for getting to this point. Rep. Parkhurst stated that if you build it, they will come. Chairman Eaton commended the staff at the jail who kept peace in the county jail and from potential lawsuits. There being no further business, at 8.10 PM, the meeting was adjourned.

Barbara Hull Richardson

Minutes approved by phone on March 22, 2007

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting
Monday, March 19, 2007 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen; Burridge; Butcher; Butterworth; Butynski; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandeau; Mitchell; Parkhurst; Pelkey; Plifka; Richardson; Robertson; Sad; Weber; Commissioners Zerba, Rogers and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton opened the meeting at 7:06 PM, and recognized Rep. Butynski who presented the executive committee budget for 2007. He noted that the taxes to be raised went from 21.86% to 21.9%. He said he felt there was good cooperation between the committee and the Commissioners and staff to come to this point.

Rep. Butynski made a motion to approve the executive committee budget in the amount of \$30,411,027, seconded by Rep. Parkhurst, roll call vote passed the motion unanimously.

Rep. Parkhurst made a motion to accept taxes to be raised from cities and towns for 2007 in the amount of \$14,591,325, seconded by Rep. Weber, voted unanimously.

Commissioner Zerba reviewed the meeting last week with Justice Broderick regarding a combined courthouse. The Commissioners will be meeting with the city and will advise the results of the meeting to the Delegation.

Rep. Weber read a statement and motion to those present. **Having learned that a request has come to the Board of Commissioners for the County to reverse its current position disallowing health insurance for persons joined in civil unions and having learned further that the Board is unanimously inclined to reverse its current position and having learned that the Board is desirous of receiving the advice and counsel of the Delegation on this matter, inasmuch as the Legislature has given it considerable study over the past two years, now hereby the Cheshire County Delegation encourages the Board of Commissioners to provide health benefits to county employees and their families who are living in committed, legally recognized civil unions, seconded by Rep. Burridge, voted unanimously.**

Rep. Dunn thanked the Commissioners for doing what is unique for their employees.

Rep. Eaton asked if there was other business to come before the Delegation.

Administrator Wozmak explained about the New Hampshire Community Technical College (NHCTC) which was brought here to Keene to establish a nursing program, among other programs, at the western corner of the state. He urges the support for their growth and for any program that may come before them at the state level. Wozmak explained that it has been a constant financial struggle with the College to keep the programs appropriately funded. He wanted to remind them of breakfast at 8 AM on Friday the 23rd at the Keene campus. Chairman Eaton expressed his concern that it is a most important program for workforce training in the county, both for nursing and manufacturing. NHCTC is presently leasing about 8,000 square feet of property for the school but

it has quickly outgrown this space. Wozmak said there is some talk about purchasing some of 69 Island Street, but that the NHCTC has not done any needs assessments yet, does not have a permanent President, and, thus, the College is in flux.

Commissioner Pratt noted that the Commissioners will be holding their meeting at the HOC and he thought the committee would like to hear about Corrections Officers who had gone above and beyond the call of duty. Pratt asked Superintendent Van Wickler to talk about this. Superintendent Van Wickler noted that several times a year the officers are faced with suicide attempts. This happened several months ago and he will be awarding two life saving medals and four medals of valor. One officer is being mobilized to Iraq and the Commissioners wished to indicate their support. Additionally, there will be a promotion presented.

Chairman Eaton commended Rep. Butynski and the committee for bringing in an exceptional budget. There being no further business, at 7:36 PM, the meeting was adjourned.

Barbara Hull Richardson

Minutes approved by phone on April 3, 2007

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting
Monday, May 21, 2007 10 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; BurrIDGE; Butcher; Butynski; Dunn; Eaton; Emerson; Espiecs; Hunt; Johnson; Lerandau; Loll; Mitchell; Parkhurst; Richardson; Robertson; Sad; Weber; Weed; Commissioners Zerba and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton opened the meeting at 10 AM and he explained the reason for the meeting.

Rep. Butynski made a motion to increase revenue line #3915.00.00 (Transfer from Cap Reserve Funds) by \$232,605.00 and to authorize use of those funds by offsetting account line 4900.89.97 (Capital Improvement Riverbank Erosion) in order to satisfy Cheshire County's financial obligation regarding the Partridge Brook Emergency Streambank Protection Project, seconded by Rep. Dunn, discussion followed.

Commissioner Zerba explained that the process for the riverbank erosion project has been going on for about four years and the Army Corps of Engineers needs the funds from us in order to start the project. Administrator Wozmak explained that we need to send a check to them for \$232,605, which is in the capital reserves because we knew we would have to pay for 30% of the funding for the project and we have been putting the funds aside every year. We need a vote to take the money out of reserves. We need to know that the Delegation was still interested in the project. The ACOE needs the check tomorrow. The project is partly funded by the feds and 30% of the project funded by us.

Rep. Weed asked about the numbers because he remembers \$40,000 being used for the project. Administrator Wozmak explained that the ACOE spent \$40,000 to initiate design of the project. It was not funds we spent.

It was asked what about cost overruns for the project. Administrator Wozmak stated that there is a provision in the contract that it will not go forward if it is not within budget. He explained that he wanted to make sure that the Delegation is in consensus with the project, because this project has been going on for several years, through several delegations.

The size of the fill that was removed from the location during the storm several years ago was about 30' x 120'. Administrator Wozmak explained how he thought the restoration would be made.

Discussion ended and a vote taken, 18 for 0 against, motion passed.

JAIL UPDATE

Administrator Wozmak gave the Delegation a jail update. The land survey is complete. This week the environmental engineer will continue a survey to check five wells and do soil samples. We have to have the site cleared by the DES in the fall. We will be talking to the DOT about the type of traffic we expect and it will help determine what must be done to the roads. The heating system has not yet been decided. Rep. Butynski asked if we are going for LEED certification. Administrator Wozmak noted that we have received a list of the LEED certification requirements and we are

looking at what we can do. He will have a discussion with the engineers about this. Rep. Allen asked who would be responsible for road changes, Administrator Wozmak stated that we would. There were no further questions on the jail.

COURT UPDATE

Commissioner Pratt gave an update on the court meeting this afternoon. The city and the county are on the same page with our offer of the Latchis building for the District court. He explained that today's meeting is simply an exploratory meeting and the Delegation is not required to go, but of course, anyone interested may attend. The Latchis is considered structurally sound. Rep. Hunt stated that development of the building will need a parking garage. Commissioner Pratt stated that the city has agreed that a garage is needed. Reps Eaton and Hunt agreed that the Commissioners should advise the city that they should provide the county with parking at no cost. Rep. Weed noted that this is a good thing that the city, county, state and Delegation are all working well together.

PANDEMIC PLANNING/FACILITY ISSUES/WWTP

Administrator Wozmak reviewed several of the items listed on the budget memo, including pandemic planning, long term facility issues at Maplewood, the water treatment plant upgrade. He noted that in pandemic planning, the concern is not just avian flu but many possible disasters. There is already a plan for radioactive emergencies. He noted that the nursing home will need many updates and fixes. Rep. Butcher asked about looking at the future and whether the nursing home should be moved towards the center of the county, such as Keene.

Rep. Weed stated that he thinks the Delegation needs to consider making the county shoreline of the Connecticut River as a conservation district.

There being no further business, at 11:13 AM, the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on June 14, 2007

Barbara Hull Richardson

MINUTES
Cheshire County Ex. Committee Meeting
Monday, May 21, 2007 11:15 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Burridge; Butcher; Butynski; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandeau; Loll; Mitchell; Parkhurst; Richardson; Robertson; Sad; Weber; Weed; Commissioners Zerba and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

ix. Committee meeting opened at 11:15 AM. Chairman Butynski asked for the Commissioners to review the memo sent with the report. Director Trombly stated that both expenses and revenue are on target for the first quarter. She stated that she thinks that Deeds may run behind because of the housing market slowing. The number of occupied nursing home beds has increased. The Delegation budget is over budget because of the number of meetings we have had.

Chairman Butynski stated he would like to understand that the numbers will not become less. Administrator Wozmak stated that as long as we fill the beds with Medicare residents, and the state continues to underfund those beds, there will be a deficit. Administrator Wozmak noted that use of registry for nursing has been reduced by 90% since last year.

Commissioner Zerba noted that there is a meeting scheduled with the governor, the council and Commissioner Stephens. Rep. Hunt asked what the mix is of public and private pay. Director Trombly stated that it is about 75% - 25%, private pay rate is about \$225 a day. The county takes many of those that other nursing homes will not take.

Chairman Butynski noted that it would be helpful for him and others to get information on issues and their relationship between the county and the state.

There being no further business, at 11:30 AM, the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on June 14, 2007

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting
Tuesday, May 29, 2007
Shortly before the lunch break
Representatives Hall, State House, Concord, NH

PRESENT: Representatives Burridge; Butterworth; Butcher; Butynski; Chase; Dunn; Eaton; Emerson; Hunt; Johnson; Lerandau; Loll; Mitchell; Pelkey; Richardson; Roberts; Robertson; Sad; Weber; Weed

Meeting called to order for the purpose of voting on the riverbank project funds.

Rep. Butynski made a motion to increase revenue line #3915.00.00 (Transfer from Cap Reserve Funds) by \$232,605.00 and to authorize use of those funds by offsetting account line 4900.89.97 (Capital Improvement Riverbank Erosion) in order to satisfy Cheshire County's financial obligation regarding the Partridge Brook Emergency Streambank Protection Project, seconded by Rep. Emerson. Voice vote taken resulted in 20-0 for the motion.

There being no further business, at 12:30 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on June 14, 2007

Barbara Hull Richardson

Cheshire County Delegation Meeting
Thursday, June 28, 2007
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen; BurrIDGE; Butterworth; Butcher; Butynski; Espieffs; Mitchell; Parkhurst; Richardson; Roberts; Sad; Weber; Weed; Commissioners Pratt and Rogers; Administrator Wozmak; Director Trombly; Ex. Asst. Warren

Meeting called to order at 7:15 PM for the purpose to discuss the LEED certification process.

Commissioner Rogers noted that the jail design committee has been meeting regularly. He stated that as indicated previously in the Commissioners letter, the Commissioners intend to work towards a LEED building without going for the certification. However, because of the nature and use of the building, it mitigates some of the LEED requirements.

Arthur Thompson from SMRT spoke about the certification. He stated that the LEED process establishes good guidelines for sustainability of the environments. The program breaks down the building into different uses. The certification process is basically maintaining paperwork. Arthur stated that part of the certification requires commissioning, which is oversight of the building after construction to ensure proper use of all requirements. Rep. Weed asked if there is any way of breaking out the amount of insuring the commissioning part of the certification, which everyone agreed seemed worthwhile. Arthur stated that it would be about \$30,000.

There was discussion on the work of the commissioning agent, who reviews the installation and performance of the work completed.

Peter Tremblay from MacMillin Company noted that there are additional cost components of the 'Certification'. The documentation, the project must be registered at the beginning and paperwork maintained. Construction management, which proves standards have been met. Registration costs, construction methods and cost savings are also included.

Rep. Weber moved that the Commissioners be directed to achieve in the design of the jail as many LEED points as reasonably practicable, together with independent enhanced commissioning, but not to seek actual LEED certification, seconded by Rep. Allen. Discussion followed. Roll call vote resulted in a 12 – 1 vote, motion passed.

Commissioner Rogers spoke about the Partridge Brook project. It was noted that we needed an additional \$35,000 for the project, above the \$35,000 already advised to the committee, for a total of \$70,000. The ACOE contacted us two days ago and advised us that our portion of the costs is now \$70,000. Commissioner Pratt spoke to the fact that there is a necessity to do this work, which is a result of the storm damage of several years ago in Westmoreland.

Rep. Weber moved to authorize use of \$70,000 of proshare funds for account line 4900.89.97 (Capital Improvement Riverbank Erosion) in order to satisfy the increase in Cheshire County's financial obligation regarding the Partridge Brook Emergency Streambank Protection Project, seconded by Rep. Weed, roll call vote resulted in a 13 – 0 vote.

Commissioner Pratt noted to the committee that a letter has been sent out to the employees because a union will be holding an election to bring a union to the nursing home.

Rep. Burrige noted that he saw some work being done at the Latchis, and it was explained that the building is being cleaned out to enable viewing.

There being no further business, at 8:50 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on July 26

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Farm Committee Meeting
Monday, July 9, 2007 7 PM
Keene Public Library, Keene, NH

PRESENT: Reps. Emerson, Johnson, Lerandean, Allen, Dunn, Robertson; Commissioner Zerba; County Administrator Wozmak; Farm Manager David Putnam and Wendy Putnam. Individuals in attendance represented a variety of towns and occupations

The Farm Committee, a subcommittee of the Cheshire County Delegation, met July 9, 2007, at the Keene Public Library at 7 PM. The purpose of the meeting was to gather public input on the future of the County Farm in Westmoreland, specifically the dairy operation

The open discussion resulted in the following topics and suggestions:

1. Conservation easement
2. Financial accounting to show the more positive side of the dairy farm and its contributions
3. Pros and cons of inmate labor, therapeutic values and work ethic goal as well as costs
4. Use of the tillable land that is not growing food for stock, such as the experimental garden, and contributing more produce for use in the institutions and in the community kitchen
5. Better publicity inviting public involvement
6. Educational uses
7. Close affiliation with UNH and UNH Extension
8. Taking advantage of grants
9. Better use of timberland for profits
10. Respect for our heritage and the farm's value beyond dollars and cents

The majority of those in attendance were in favor of keeping the dairy operation and the farmland under the County's ownership. The majority favored the use of conservation easements on open land.

Representative Emerson announced a follow-up meeting to be held Thursday, August 8, 2007, at the Keene Public Library at 7 PM.

The purpose of the meeting will be to address the county-owned land, other than the dairy farm, in Westmoreland and Chesterfield.

The meeting adjourned at 8:40 PM.

Respectfully submitted,

Approved by email on July 12, 2007

Representative Jane B. Johnson

MINUTES
Executive Committee Meeting
Monday, August 13, 2007 7:00 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Butynski; Eaton; Richardson, Robertson, Espieffs, Dunn, Emerson; Butcher, Mitchell, Plifka, Burridge, Johnson, Lerandeau, Weber, Sad, Commissioners Zerba, Pratt and Rogers; Administrator Wozmak; Finance Director Trombly.

Chairman Butynski opened the budget review meeting at 7:02 PM.

Director Trombly to gave an overview of the second quarter budget. She explained that the budget is in good shape, both expense and revenue at +/- 50%.

Administrator Wozmak gave an explanation on some of the nursing issues and how they are handled by the nursing home. There was some discussion about census at the nursing home and HB 2 and its impact on the county.

Motion to adjourn was made, voted unanimously. At 7:30 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved by phone Oct. 9

Barbara Hull Richardson

MINUTES
Delegation Meeting
Monday, August 13, 2007 7:30 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Butynski; Eaton; Richardson, Robertson, Espieffs, Dunn, Emerson; Butcher, Mitchell, Plifka, Burrige, Johnson, Lerandeau, Weber, Sad, Roberts, Commissioners Zerba, Pratt and Rogers; Administrator Wozmak; Finance Director Trombly.

Chairman Eaton opened the delegation meeting at 7:30 PM.

Motion made by Rep. Butynski to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$348,284 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Human Service Categorical Lines #4411.54, .55, .56, 56.01, 58. by a total of \$86,164; Increase 4900.89.97 Riverbank Erosion by \$70,000; Increase Capital Improvement Maplewood, account # 4900.89.11 by \$40,000; Increase MNH Legal, account # 4411.20.00 by \$25,000; MNH Outside Service, account # 4411.29.00 by \$27,000; and to apply \$100,120 to surplus account 3911.00.00. The motion was seconded by Rep. Mitchell. Upon a roll call vote, the motion was approved 14 Yeas to 0 Nays.

Motion made by Rep. Sad to increase account line 4900.97.34, Computer Capital Outlay, by \$30,000 and to expend those funds in order to enter into a lease/purchase agreement with Crono's to purchase a Scheduling, Human Resource and Upgraded Time and Attendance software program and to offset the 2007 lease payments by authorizing the use of the Capital Reserve funds that were set aside for this purpose. The motion was seconded by Rep. Emerson. Upon a roll call vote, the motion was approved by a vote of 16 Yeas to 0 Nays.

The Delegation was given an update on the jail construction planning project, the Army Corps of Engineers streambank protection project, the Latchis Theater/Keene District Court plan and the Union election campaign at the nursing home.

Motion to adjourn was made, voted unanimously. At 8:20 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved by phone Oct. 9

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting and Public Hearing
Monday, Sept. 24, 2007 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives BurrIDGE; Butcher; Butynski; Eaton; Espiefs; Johnson; Lerandeau; Mitchell; Parkhurst; Plifka; Richardson; Roberts; Robertson; Weber; Commissioners Rogers and Zerba; Administrator Wozmak; Treasurer West

Public hearing meeting called to order at 7 PM for the purpose to discuss the CDBG project.

Before taking public testimony on the CDBG, Chairman Eaton recognized Treasurer West and allowed him to proceed first as a courtesy. The treasurer then explained the investment procedural error of not obtaining permission to invest excess funds as required by statute. **Rep. Butynski moved to authorize and ratify the actions of the County Treasurer with respect to the investment of the \$37 million jail bond funds, provided such funds remain accessible to meet necessary county obligations as determined by the County Commissioners and pursuant to NH RSA 29, Rep. Eaton seconded, a voice vote approved the motion unanimously.**

While distributing copies of the County's Housing and Community Development Plan (including the Anti-Displacement and Relocation Assistance Plan), the listing of CDBG eligible activities and the FY 2007 Income Limits table, Matt Suchodolski stated the following background information for Community Development Block Grants:

- NH receives approximately \$10,000,000 in CDBG each year; half is dedicated for Housing and Public Facilities and half is for Economic Development;
- Beneficiaries of these funds are individuals and households that are low and moderate income as defined on the handout;
- The County is eligible to apply for up to \$500,000 in each category (Housing/Public Facilities and Economic Development) per year. Tonight's proposal is for an Economic Development application on behalf of MEDC and the Tidland Company;
- We went through the same process back in December with the Trikeenan, SCS Headstart and Maplewood Water System proposals. At that time the Delegation approved the Housing and Community Development Plan (HCD) and the Anti-Displacement and Relocation Assistance Plan (RARA). While the approval of the HCD is valid for three years, the Delegation will have to re-approve the RARA prior to the vote to submit an economic development application;

Matt asked if there are any questions or comments. Following a representative's question, there was a discussion about job creation, the amount of the grant, whether there is a training program and machine tool education.

Matt introduced Mr. Victor Kissel of Tidland to explain the Business' need for the project; and Jack Dugan of MEDC to address his agency's role in the project (statement of 23 jobs per each \$20,000 of requested funding).

Jack Dugan conducted a question and answer session with concerned Delegation members. Jack Dugan explained the balance between the grant loan amount and job creation. There will be a minimum of 15 up to 23 jobs created. He also discussed how funds are allocated between Tidland, MEDC and SWRPC.

Prior to the Delegation Motion it was stated that a project such as this is supported in the HCD Plan as the second objective under economic development: to support the efforts of local and regional economic development corporations; to secure assistance necessary in order to retain existing industries help existing industries grow, and attract new companies to the region.

Rep. Parkhurst moved that the delegation authorize the Cheshire County Commissioners to apply for Community Development Block Grant funds in an amount up to \$500,000, to assist business expansion for Tidland Corp. through MEDC; that the County will accept the grant if approved, and will enter into a contract with the State of New Hampshire; and, further, that the County Commissioners are authorized to execute any documents that may be necessary for this project, and to approve the residential antidisplacement and relocation assistance plan, seconded by Rep. Espieffs, roll call vote passed the motion 13 - 1.

Rep. Johnson asked if a tour of Vermont Yankee could be set up for the Delegation. There was some discussion on the Vermont state funding for the site. Reps. Johnson and Butynski asked if the county administrator would set up a date for a tour of the plant.

The Delegation was updated on the status of the jail site.

There was a discussion on the district court location.

The Delegation was updated on the status of the union vote at the nursing home, which will be voted on Sept. 26.

The county's Moody's A-1 rating was discussed relative to the fund balance.

There being no further business, at 8:20 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on Oct. 18

Barbara Hull Richardson

MINUTES
Cheshire County Public Hearing on the 2008 Budget
Wednesday, Dec. 12, 2007 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Espieffs, Parkhurst; Commissioners Pratt and Zerba; Administrator Wozmak; Director Trombly; Ex. Asst. Warren

Meeting called to order at 7:05 PM for the purpose of presenting the 2008 Commissioners Budget to the public and the Delegation.

Commissioner Zerba gave an overview of the 2008 budget. Without the jail bond the tax increase in the budget is 22.61% or \$3,298,509. With the jail bond, the budget increase is at 48.12% or taxes to be raised at \$21,612,134.

County taxes will go up approximately \$2.83 per \$1,000 of house value, or \$283 per \$100,000. The floor was opened for public comment.

Selectman Tom Parker from Fitzwilliam stated that he is amazed at an increase in budget of 48%. He does not understand the "ramping up" of hiring employees in preparation for the jail to be opened. He noted that the regional prosecutor costs too much and their town gets nothing from it. He stated the Commissioners have to go back and sharpen their pencils and not give everyone everything they want. He made this appeal on behalf of the public.

Westmoreland resident Dick Cate asked about the three quarter million for the water treatment plant, nothing has been done and where is the money? Administrator Wozmak noted that the funds are from the state revolving loan fund and will be drawn at the time it is needed. The wastewater plant is going to be studied. Mr. Cate asked about the increase in the Commissioners line. Director Trombly noted that it is for the grant writer and outside services.

He stated that he believes the county should be budgeting the proshare funds. Commissioner Pratt noted that the proshare funds were cut last year by 50%, and if we had budgeted the funds, we would have been \$300,000 in the red. Therefore the Commissioners have determined that the funds would be budgeted when received. Historically, most of the funds are used to reduce taxes to be raised. He noted that the state is making changes, which may result in the county paying higher human services costs.

County Treasurer Stu West stated that he doesn't think the borrowing funds should be done unless the appropriations are made, so borrowing in December is too early. The question will be discussed at the Executive Committee when next they meet.

There being no further business, at 7:45 PM the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on Jan. 4, 2008

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, December 17, 2007 10 AM
33 West St., Keene, NH

PRESENT: Representatives Butynski; Burrridge; Eaton; Hunt; Johnson; Lerandean, Mitchell; Richardson; Weber; Commissioners Zerba, Rogers and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 10:04 AM.

Commissioner Zerba gave an overview of the budget of \$36,783,292, which represents an increase of 18.96% over the 2007 adopted budget. Taxes to be raised are \$21,612,134, which is an increase of 48.12% over the 2007 Taxes to be raised. There was discussion on the interest on the jail bond and what funds the investments will give us and what will have to be returned to the IRS. Director Trombly noted that the jail bond will cost taxpayers \$46 per \$100,000 house valuation.

Chairman Butynski noted that he hopes to make some reductions in the proposed budget.

SHERIFF

The Sheriff gave an overview of the budget to the committee. He noted that the only change is a request for another position for a captain to be second in command in the department. There is still money in the budget left from grants from last year. The Sheriff noted that the prisoner van needs to be replaced.

He explained the various shooting ranges use by the department and bailiffs. Rep. Eaton asked about \$50,000 in the budget. Director Trombly explained that it is grant funds coming in. Rep. Eaton asked if someone covers the Sheriff's position if he were not available. The Sheriff noted that he needs someone who knows all aspects of the department and he needs to create a career path within the department. Administrator Wozmak noted that the workers comp costs will be reduced because of a new way of calculating at Primex. The Sheriff explained some of the changes that will be made in the court system, which will require additional bailiffs. The Sheriff noted that there is a card reader in the budget for security at the courthouse, which will allow courthouse personnel entry from other areas other than the front door.

Rep. Hunt asked about the expenditure for the card reader and he questioned the Commissioners as to whether or not they think it is needed. Commissioner Rogers noted that in order to enter from other than the front door a key is required. Rep. Mitchell asked about how many people have entered the building in the past five years that should not have entered. The Sheriff said there have been none. Rep. Burrridge stated that he urges the card system be made available. Chairman Butynski asked the Sheriff to submit a budget that is down to only a 6% increase from last year.

DEEDS

Register Hubal noted that indexing and imaging in outside services is down because of the reduction in activity. Revenue is lower for the same reason. Her bottom line is reduced to \$525,311. Revenue is now projected to be down about 13% to \$750,000. She noted that there will be funds collected from the L-chip program that will be part of the deeds budget.

COUNTY ATTORNEY

Attorney Heed gave an overview of the budget, noting that he is trying to keep a handle on the budget. Each assistant in his office is averaging 120 new felony case files a year. Depositions, extradition and expert witness costs are areas he is trying to keep down. He noted that he is expecting all his assistants to have a cell phone available. He noted that a change will be that the state pays for the medical examiner to do an autopsy, we will only have to pay for the ME to go to sites where needed.

Rep. Allen asked if the county attorney invests in prevention. Attorney Heed noted that he is going out to make presentations to the public. Commissioner Pratt asked if the reduction of superior court judges had made an impact on his department. Rep. Heed noted that it has created problems with trials being postponed. He stated that his department has an issue with space. Chairman Butynski asked Attorney Heed to review his budget and bring it down from 9% to a 6% increase over last year.

DELEGATION

Director Trombly presented the Delegation budget. Administrator Wozmak noted that the mileage rate is .505. Chairman Butynski stated that he would cut the attendance fees down to \$6500 and postage down to \$300, total budget down to \$12,096. Rep. Eaton reminded the committee that they had previously voted to automatically adjust the mileage reimbursement to be the same as allowed by the IRS. Thus, no new vote was necessary.

COMMISSIONERS

There is an increase in the budget because of \$35,000 added for a grant writer. Outside services are increased because of grant funds to be received from the state for pandemic planning. Rep. Lerandeau noted that contracting the position would be better. Chairman Butynski noted that he is very supportive of the position being contracted and the funds added to outside services. The \$35,000 would be a wash because of the funds that would come in. Commissioner Pratt explained that an increase in legal fees is due to the union contract negotiations. **Rep. Lerandeau moved that \$36,509 be removed from the payroll and add \$30,000 to outside services, reducing the budget by \$6509, seconded by Rep. Allen, voted unanimously.**

Commissioner Pratt noted that 4130.37 is increased because of the human services legal issues with the state.

FINANCE

Director Trombly noted that one half time position was eliminated in her department. TAN sale services from the bank will have to be paid for now because the bank no longer offers this service.

OUTSIDE SERVICES

HCS

Chairman Butynski and Rep. Hunt noted that they may have a potential conflict with HCS.

Barbara Duckett reviewed the mission of HCS. Richard Olmstead spoke to the outreach department. They provide services, which enable people to remain at home. Rep. Mitchell asked how their budget is going and Rep. Hunt asked what is the percentage over budget. Richard Skeels stated that they will be over their budget this year because of community needs, \$75,000 for outreach and \$388,000 for homemaker services. A copy of their audit was distributed. Commissioner Pratt asked if the towns of Cheshire contributed to HCS budget. Susan Ashworth stated that all towns contribute except Dublin. She noted that the towns are advised of other funding sources. Chairman Butynski asked if HCS can make a cut in their budget.

MONADNOCK CENTER FOR VIOLENCE PREVENTION

Robin Christopherson noted that they pay \$513 a month for rent at the courthouse and ask for that amount for their budget and the balance of funds is put towards their budget. She stated that they are open 365 days a year, 24 hours a day. They provide emergency housing, and offer programs at schools. Chairman Butynski thanked them for their work and services to Cheshire County.

ACTING OUT

Linda Rubin reviewed the program, which works with the youth. There are about 75 kids involved with three troops. Ken Jue explained that Acting Out and Monadnock Substance abuse were separate agencies and it was an agreement with the state that they were to remain separated, once they were under MFS. They are also involved with students about 10 and above.

MONADNOCK SUBSTANCE ABUSE

\$5750 is the funding requested from Cheshire County, which is 1.6% of the total budget. They serve many who cannot pay for the services.

MFS

They are requesting \$79,757, which is level funding from 2007. Ken Jue stated that they served 5393 people, but see an increase of those who are underinsured. There are about 500 uninsured. Their services are available in multiple locations. The costs are about \$750,000 a year for 24/7 services. Rep. Richardson stated that she felt we should increase funding for the agencies.

COMMUNITY KITCHEN

Ann Davis stated that they provide hot meals five nights a week and Sunday afternoon. They serve about 120 – 150 individuals at a meal. They provide food to take home to tide them over. They are receiving less food from the wholesalers and are buying more food on a wholesale basis. The funds they received from us are not used for the food coalition, only for the community kitchen. Rep. Allen asked how many volunteer hours are given to the kitchen, Ann stated there are about 30,000 hours a year.

MDS

Carol Brown noted that the funding request is to keep their respite services going, which requires \$70,000. Last year they served 133 families, for about 2 ½ hours a week, along with state and Medicaid funding. \$15,000 is for summer camps for about 15 children.

FMA

Chief of Mutual Aid, Phil Tirrell explained the services provided by FMA. The county pays FMA six equal payments each year. The budget is established by 50% population, 40% property values and 10% capital.

There being no further business, at 3:05 PM, the meeting was suspended to meet on December 18 at 9 AM.

Barbara Hull Richardson

Minutes approved on Jan. 4, 2008

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Tuesday, December 18, 2007 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Burrige; Eaton; Emerson; Hunt; Johnson; Richardson; Sad; Weber; Commissioners Zerba, Rogers and Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

ALTERNATIVE SENTENCING

Gerry Pelletier reviewed the year, having served 57 individuals in the ASP program, 25 graduated and 11 were noncompliant, 21 currently in the program. Total to date from 2001 to 2007 is 394 served, 272 graduated, 78 noncompliant and 26 active. Mental Health Court served 170 since its inception, 114 graduated, 27 noncompliant, 15 currently in the program (7 processed incompletely). For 2007, the MHC served 36, graduated 16, 2 noncompliant and 17 active. In checking recidivism, in the MHC he followed 27 individuals and following graduation there were 9 arrests; in ASP they followed 17 individuals and one years post program, 5 were arrested.

In discussing the budget, Gerry noted that outside services will possibly go over budget because it is unknown whether individuals going into the program will have insurance. Prescription drugs sometimes have to be purchased by the county for some of the individuals. He reviewed other items in the budget. Rep. Richardson asked if there is any follow up after the client is released. Gerry noted that they use community-based treatment programs to facilitate continuity of care upon discharge from our programs.

DEPARTMENT OF CORRECTIONS

Rep. Eaton spoke very highly to the committee about training provided by the Superintendent doing a safety training program on the management of aggressive behavior for the employees at the state house.

The Superintendent noted that medical costs are difficult to predict because he never knows what illness an inmate will have when they come into the jail. Rep. Eaton asked about the cars transferred to the DOC from the sheriff. Superintendent Van Wickler noted that he has often paid up to \$2700 for repairs when he receives an auto. The Sheriff gets rid of the cars once they are no longer safe to use.

Superintendent Van Wickler reviewed the design of the new building and the locations of the departments. He then reviewed the absolute minimum number of people to run the building.

A break was taken at this time to discuss the Treasurer's budget and to make a motion. **Rep. Eaton moved to authorize the Treasurer of the County of Cheshire, upon the request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$20 million for the 2008 budget year, January 1, 2008, December 31, 2008, seconded by Rep. Weber, voted unanimously.**

The Superintendent then reviewed the staffing pattern analysis, which follows:

Staffing Pattern Analysis
Shift Relief Factor of 1.61
R.N. Van Wickler
October 2007

Why conduct a staffing pattern analysis?

- To prevent having TOO MANY staff
- To prevent having TOO FEW staff
- To prevent having the wrong kind of staff
- To prevent improperly assigned staff
- Ensure efficient scheduling practice

Comparisons

Current Facility

Officers	27
Administration	7
Support Services	.5
Medical Services	5
Correctional Supervisors	3
Total	42.5
34 New positions are required for the new jail	
28 of which are correctional officers.	

Shift schedule comparison

Current

- 6 Low / 11 High
- 4 low / 7 High

The building will increase in size by 313%
Staffing will increase by 70% under the proposed staffing pattern.

20 Direct Supervision Officers for 5 inmate living areas holding up to 222 inmates

- Direct Supervision of all inmate activity
- Respond to emergencies
- Respond to disturbances
- Supervise video visitation

Modern Facility

• Officers	55
20 Direct supervision, 17 patrol/backup, transport officers/field services, 10 control, 5 booking 3 dietary officers	
Administration	9
superintendent, executive assistant, secretary, safety and security, training, programs, classification, case mgr, receptionist	
• Support Services	4
– 1 classification sgt, 1 property cpl	
– 2 maintenance	
• Medical Services	5
– 1 PA, 1 MHC, 1 RN, 2 LPN	
• Correctional Supervisors	4
Total	77

Proposed

12 low / 15 high

- Write disciplinary reports
- Maintain facility cleanliness
- Deliver U.S. Mail
- Cell Searches
- Supervise Feeding
- Care, Custody and control

3 Shift Sergeants

Responsible for operational safety and security and Officer supervision.

1 Booking Sergeant

Responsible for booking continuity, AFIS processing, Electronic file maintenance, proper admission and release, supervise bail releases, manage detox, respond to medical emergency.

1 Classification Sergeant

NIC requirement is 1 classification officer per 100 offenders. Reclassification, interviews and counseling, court liaison.

17 Patrol Officers (Equates to two officers East, two officers West and 3 Field services)

- Back up for all areas of the institution
- Physical intervention
- Emergency response team
- Cell searches
- U.S. mail delivery from lobby to pods
- Medical escort / med call supervision
- Inmate escort
- Visitation
- Relief Officer
- Vehicle transports, field site checks, electronic monitoring hook ups
- Out building / perimeter security
- Lobby supervision
- Monitor loading dock
- Body searches

10 Control Room Officers (2 officers in central control 24/7)

- Electronic surveillance
- Control Perimeter and pod doors
- Monitor alarms
- Dispatch officers to areas in need
- Control / monitor all visitors in facility
- Answer phones and radio calls
- Liaison to emergency services

5 Processing area Officers (Equates to ONE officer in booking 24/7)

1 Property Officer

- Bookings / Releases
- Manage detox offenders
- respond to aggressive behavior
- suicide watches
- manage bail process
- liaison with local agencies
- AFIS processing
- Establish electronic file
- Back up medical department
- Secure / account for County and inmate property
- Process Court appearances
- Supervise interview rooms

2 Maintenance personnel

- Maintain physical plant - PMCS
- Respond to facility technical emergency
- Contact outside services when necessary
- Grounds maintenance
- Waste disposal
- Plowing
- Landscaping
- Fuels

- Generator
- Maintain vehicles

- Mechanical room

5 in Medical Services in addition to contract with DHMC

- 1 Physicians Assistant
- 1 Mental Health Coordinator
- 1 RN - Medical services coordinator
- 2 LPN's

Dietary By contract

Security Coverage for 1st and 2nd shift =

3 Officers

9 for Administration

(2 additional positions)

- Superintendent
- Executive Assistant
- Secretary
- Safety and Security
- Training
- Programs
- Classification
- Case Manager {add}
- Receptionist {add}

Important notes

This is the absolute minimum staffing scenario (13) in order to successfully achieve the correctional mission.

This should not be considered the final staffing pattern analysis. It is an ongoing process.

This scenario does not consider frequent inmate transports from the Keene location to Maplewood.

This would require another three (but not necessarily correctional officer) positions.

The 1.61 factor does not consider officer vacancy periods in its formula, which could trigger overtime hours to cover those situations.

There was discussion on the need to fill the positions and the length of time necessary in order to hire the number required. Commissioner Rogers explained that it is necessary to have the 10 correctional officers trained next year so that when the balance of 18 officers are hired, the 10 officers would be experienced enough to cover while the 18 are being trained.

There was discussion on the way visitors to the inmates are done. It was suggested that the superintendent give the same presentation to the Delegation.

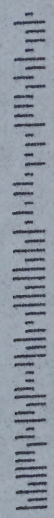
There being no further business, at 12:02 PM, the meeting was suspended to meet on January 14 at 9 AM.

Barbara Hull Richardson

Minutes approved on Jan. 4, 2008

Barbara Hull Richardson

30 West Street
Keene, NH 03431



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